

CONFIDENTIAL NOTICE OF CONCERN

Individual(s) of Concern:			
Date of occurrence:			
Time of occurrence:			
Type of Concern:	<input type="checkbox"/> Inappropriate behavior with a child or youth <input type="checkbox"/> Policy violation with a child or youth <input type="checkbox"/> Possible risk of abuse <input type="checkbox"/> Inappropriate behavior with an adult <input type="checkbox"/> Other Concern:		
Describe the situation: What happened, where it happened, when it happened, who was involved, who was present, who was notified? If reported to the State, what was their recommendation about investigating?		
Has this situation ever occurred previously?		
What action was taken? How was the situation handled, who was involved, who was questioned, were police called?		
What is the follow-up plan? Does anyone else need to be notified? Will the situation need monitoring? Would you like someone to call you to discuss this situation?		
Pastoral responses: Who was involved, how was the situation handled?		
Submitted by:		Telephone number:	
Location and address:			
Signature:		Date:	
Reviewed by:			

Please provide as much detail as possible, using additional sheets wherever necessary. The completed form together with the additional pages must then be faxed to the Diocese of Southwest Florida's confidential fax line – 941-556-0321.