

APPENDIX [D]

CONFIDENTIAL NOTICE OF CONCERN

To: **The Honorable Rev. Richard Schisler**
 All Saints Episcopal Church | 610 Fourth Street, Portsmouth, OH 45662
 Email: concern@diosohio.org

Individual(s) of Concern _____

Date of Report _____

Date of Occurrence _____

Time of Occurrence _____

Type of Concern:

- _____ Inappropriate behavior with a child or youth
- _____ Policy violation with a child or youth
- _____ Possible risk of abuse
(physical, emotional, sexual, neglect)
- _____ Other concern: _____

If the individual(s) of concern is (are) minors (under 18); then please provide the following information as best as you are able:

Child's age(s): _____

Name(s) and address(es) of the child and the child's parent(s) or guardian(s):

Address: _____

City: _____

State & Zip: _____

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?

To your knowledge has this situation ever occurred previously? _____ Explain:

What action was taken?
 How was the situation handled, who was involved, who was questioned, were police called?

Submitted by: _____ Telephone number: _____

Location and address: _____

Signature: _____ Date: _____

Reviewed by: _____ Date: _____