

SENSITIVE AND CONFIDENTIAL

The information contained in this report is highly confidential and will only be available to Access4u's CEO, Senior Manager Specialist Services and Quality and Safeguarding officer.

Refer to Access4u's *Reporting abuse of vulnerable adults procedure* for more information.

This form should be completed by employees who have made a report to safeguarding agencies in response to concern of abuse or neglect.

When completed, this form must be emailed to quality@access4u.org.au

Name of the adult who the report concerns	
The adult's date of birth (if known)	
Date of the incident or concern (if known)	
Date reported	
What agency was this reported to	☐ Adult Safeguarding Unit (ASU) - online form ☐ SAPOL ☐ Other – specify
Summary of the incident or concern	
Other services in place supporting the adult (if known)	