

Recording Allegations or Suspicions of Abuse

This form is based on the 'standard reporting form' used by the health services executive in ROI. It is not necessary to answer all these questions, the form should be filled out in consultation with statutory authorities

1 Details of Child

Name of Child: _____ Male / Female _____

Address _____ Age _____

_____ School _____

Name of the Mother _____ Name of the Father _____

Address if different to above _____ Address if different _____

Telephone Number _____ Mobile No: _____

Care and Custody arrangements regarding child, if known _____

Household Composition

Name	Relationship	Date of Birth	Add Information

Details of concern(s), allegation(s) or incident(s), dates, times, who was present, description or any observed injuries, parent's view(s), child's view(s) if known

Details of person(s) allegedly causing concern in relation to the child

Name _____ Age _____ Male / Female _____

Address _____

Relationship to Child _____

Occupation _____

Name and Address of other personnel or agencies involved with this child

Social workers _____ School _____
Public Health Nurses _____ Gardai _____
G.P. _____ Pre-school/crèche/youth groups/after
Hospital _____ school clubs _____

Are parents/legal guardians aware of this referral to the social work depart. Yes/no

If yes, what is their attitude? _____

Details of person reporting concerns (please see guidance notes below)

Name _____ Occupation _____

Address _____

Telephone _____.

Nature and extent of contact with child/family _____

Details of person completing form

Name _____ Date _____

Occupation _____ Signed _____

Guidance notes:

Health Service Executives have a statutory responsibility under the Child Care Act, 1991, to promote the welfare and protection of children in their area. Health Service Executives at local level therefore have an obligation to receive information about any child who is not receiving adequate care and/or protection

The reporting form is for use by:

- Health Service Executive personnel
- Professionals and individuals in the provision of child care services in the community who have service contracts with the health services executives
- Designated persons in a voluntary or community agency
- Any professional, individual or group involved in services to children who become aware of a child protection or welfare concern, or to whom a child protection or welfare concern is reported.

Please fill in as much information and detail as is known to you, (health executive personnel should do this in consultation with their line manager). This will assist the Social Work Department in assessing the level of risk to the child, or support services required. If the information requested is not known to you, please indicate by putting a line through the question. It is likely that a social worker will contact you to discuss your report. Health Service Executives aim to work in partnership with parents. If you are making this report in confidence you should note that the Health Service Executive cannot guarantee absolute confidentiality as (a) a court could order that information be disclosed or (b) under the freedom of information act the commissioner may order that information be disclosed. You should also note that in making a 'bona fide report' you are protected under the Protection for Persons Reporting Child Abuse Act, 1998

This form should be sent to your local duty social worker in the local Health Service Executive