


<b>NF39C</b> <b>Form</b> <b>DCSC</b>	Health Information and Quality Authority <b>Designated Centre – Special Care Unit (DCSC)</b> <b>Quarterly notification of incidents*</b> <b>NF39C Any loss of power, heating or water</b>	 Health Information and Quality Authority <small>An tÚdarás Um Fhaisnéis agus Cállocht Sláinte</small>
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<b>Section 1. Centre details</b>				For official use
Centre name				<input type="checkbox"/>
Centre ID (OSV)				<input type="checkbox"/>
Unit or ward name (if applicable)				<input type="checkbox"/>
Please tick the applicable <b>quarter</b> and state the year.				
<b>Quarter 1</b> (January, February, March)	<input type="checkbox"/>	Year		<input type="checkbox"/>
<b>Quarter 2</b> (April, May, June)	<input type="checkbox"/>	Year		
<b>Quarter 3</b> (July, August, September)	<input type="checkbox"/>	Year		
<b>Quarter 4</b> (October, November, December)	<input type="checkbox"/>	Year		

\* Please complete this form with HIOA's notification guidance. You can download the guidance at [www.hiqa.ie](http://www.hiqa.ie)

Section 1. Details of an incident				For official use
What <b>incident</b> happened at the designated centre?	Loss of power	<input type="checkbox"/>		<input type="checkbox"/>
	Loss of heating	<input type="checkbox"/>		
	Loss of water	<input type="checkbox"/>		
	Other	<input type="checkbox"/>		
Date of incident		Time of incident		<input type="checkbox"/>

Section 3. Declaration		For official use
I, the undersigned, declare that the information I have provided in this notification form is true to the best of my knowledge and belief.		
Name (print)		<input type="checkbox"/>
Position	Person in charge <input type="checkbox"/>	<input type="checkbox"/>
	Authorised signatory for and on behalf of the registered provider <input type="checkbox"/>	
Signed		<input type="checkbox"/>
Date		<input type="checkbox"/>
Contact number (during office hours)		<input type="checkbox"/>

This form should be either:

- **emailed** to: [children@higa.ie](mailto:children@higa.ie) or,
- **posted** to: Children Regulatory Support Team, Regulatory Support Services, Health Information and Quality Authority, Dublin Regional Office, George's Court, George's Lane, Smithfield, Dublin 7, D07 E98Y.

Telephone no: (01) 814 7400

Email: [children@higa.ie](mailto:children@higa.ie)