


NF06 * Form	Health Information and Quality Authority Allegation, suspected or confirmed, of abuse to a resident[†]	 Health Information and Quality Authority <small>An tÚdarás Um Fhaisnéis agus Cáilocht Sláinte</small>
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Section 1. Centre details		For official use
Centre name		<input type="checkbox"/>
Centre ID (OSV)		<input type="checkbox"/>
Unit or ward name (if applicable)		<input type="checkbox"/>

Section 2. Resident's details		For official use
Residents unique identifier [†]		<input type="checkbox"/>
Is this resident under the age of 18?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>
Describe the current status of the resident , such as physical or mental state:		<input type="checkbox"/>

* Please complete this form with the Authority's statutory notification guidance. You can download the guidance at www.higa.ie

[†] As defined in the Authority's statutory notification guidance.

Section 2. Resident's details		For official use
Has an NF06 form been submitted for this person in the past 12 months?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>
If yes , how many NF06 forms have been previously submitted?		<input type="checkbox"/>

Section 3. Details of the allegation			For official use
Date of alleged abuse		Time of alleged abuse	<input type="checkbox"/>
Please state the name of the person who reported the alleged abuse: (Please leave blank if reported by the resident)			<input type="checkbox"/>
Date allegation was reported		Time allegation was reported	<input type="checkbox"/>
Who was the allegation reported to?			<input type="checkbox"/>
What type of abuse has been alleged? Please tick the relevant box or boxes	Physical	<input type="checkbox"/>	<input type="checkbox"/>
	Sexual	<input type="checkbox"/>	
	Psychological	<input type="checkbox"/>	
	Financial or material	<input type="checkbox"/>	
	Neglect	<input type="checkbox"/>	
	An act of omission	<input type="checkbox"/>	
	Discriminatory	<input type="checkbox"/>	
	Institutional violence	<input type="checkbox"/>	
Violation of personal integrity	<input type="checkbox"/>		
Other	<input type="checkbox"/>		

Section 3. Details of the allegation		For official use
If you have ticked other , please provide details:		<input type="checkbox"/>
Who is the person alleged to have abused the resident? Please tick the relevant box or boxes	Nursing staff <input type="checkbox"/>	<input type="checkbox"/>
	Care staff <input type="checkbox"/>	
	Administrative staff <input type="checkbox"/>	
	Visiting consultant <input type="checkbox"/>	
	Relative <input type="checkbox"/>	
	Friend <input type="checkbox"/>	
	Volunteer <input type="checkbox"/>	
	Unknown <input type="checkbox"/>	
Other <input type="checkbox"/>		
If you have ticked other , please provide details:		<input type="checkbox"/>
If you have identified a staff member , is the employee currently reporting for duty?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>
Please provide details of alleged abuse and immediate actions taken including: <ol style="list-style-type: none"> actions taken with the resident. actions taken with the person the allegation has been made against. 		<input type="checkbox"/>

Section 4. Additional information	For official use
<p>Please state the measures you have taken to ensure that all residents are safe:</p>	<input type="checkbox"/>
<p>Please state if you have notified the resident's family of the alleged abuse and provide details:</p>	<input type="checkbox"/>
<p>Please state if you have notified An Garda Síochána of the alleged abuse and provide an outline of the investigation:</p>	<input type="checkbox"/>

Section 5. Follow up documentation

Please submit the following documentation to the Authority within **20 working days** of this notification:

1. A copy of the registered provider's **internal investigation report** into the allegation of abuse.
2. Where the internal investigation report is **not complete**:
 - a copy of the **draft report** outlining the steps that have been taken,
 - the **reasons** why the internal investigation report is not complete
 - the **next steps** the registered provider intends to take to ensure the safety of the residents
3. A copy of the designated centre's policy on protection of vulnerable people.

Section 6. 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"/>
	Other <input type="checkbox"/>	
If you ticked other , please specify your role in the designated centre		<input type="checkbox"/>
Date		<input type="checkbox"/>
Contact number		<input type="checkbox"/>

(during office hours)		
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Please return the completed, signed form by email to notify@hiqa.ie or by post to:

Notifications Team

Health Information and Quality Authority

Dublin Regional Office

George's Court

George's Lane

Smithfield

Dublin 7

Tel: 01 814 7400