

Diocese of Fort Worth

Confidential Notice of Concern

Date of occurrence: _____ Time of occurrence: _____
 Location of occurrence: _____

Type of Concern:

- | | | |
|---|--|-------------------------|
| <input type="checkbox"/> Known or suspected abuse | <input type="checkbox"/> Policy violation with a minor | Other concern: _____ |
| <input type="checkbox"/> Possible risk of abuse | <input type="checkbox"/> Exploitation | _____ (please identify) |
| | <input type="checkbox"/> Harassment | |

In the case of a minor, has this been reported to CPS at 1.800.252.5400 and/or to the police? Yes No

If reported, provide the Case # _____ and Time/Date of report _____

Describe the situation: *What happened, where it happened, when it happened, who was involved, who was present, who was notified? If reported to CPS, what was their recommendation about investigating?*

Has this situation or one similar to it ever occurred previously:
If yes, please describe in detail? _____

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

What is the follow-up plan? *Does anyone else need to be notified? Will the situation need monitoring? Would you like someone to call you to discuss this situation?*

Witnesses if any: _____ Parish/School: _____ Phone #: _____

Submitted by: _____ Parish/School: _____ Phone #: _____

Location and address: _____

_____ Signature

_____ Date

A completed report should be submitted to the following:

- Pastor of the local Catholic parish; or in the case of a Catholic school, the principal of the school and Jennifer Pelletier (JPelletier@fwdioc.org), Superintendent of Catholic Schools for the Diocese of Fort Worth
- Richard J. Mathews, Director of Safe Environment, 817-945-9334 (RMathews@fwdioc.org)
- Rev. Msgr. E. James Hart, Chancellor and Moderator of the Curia, 817.560.3300
 The Catholic Center, Diocese of Fort Worth, 800 West Loop 820 South, Fort Worth, TX 76108