**Serious Incident Review: Notification**

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| --- | --- | --- |
| **1** | Person’s initials |  |
| **2** | Age |  |
| **3** | Gender | [ ]  Male | [ ]  Female | [ ]  Other |
| **4** | Name of responsible local authority |  |
| **5** | Reason for referral (tick one)  |
|  | [ ]  A person subject to a statutory order or licence is charged with and/or recalled to custody on suspicion of a further offence that has resulted in the death or serious harm of another person. [ ]  An incident or accumulation of incidents, gives rise to significant concerns about service involvement/lack of involvement [ ]  A person subject to a statutory order or licence has died or been seriously injured in circumstances which indicate the need for public assurance. |
| **6** | Date of incident (DD/YY/MMMM) |  |
| **7** | Date service became aware of the incident (if different) |  |
| **8** | Type and length of requirement/statutory order/licence  |  |
| **9** | Date order imposed/released on licence |  |
| **10** | Current status of the person | [ ]  At liberty  | [ ]  In custody  | [ ]  Deceased  |
| **11** | Brief description of incident/charge resulting in notification: * circumstances of the incident
* nature and extent of harm
* gender/age of victim(s) and relationship to victim(s) where known
* source of information/ intelligence
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|  |  |
| **12** | Category of further offence (select most serious) | [ ] Death of service user  | [ ] Murder  |
| [ ] Serious violence | [ ] Contact sexual offence  |
| [ ] Non-contact sexual offence  | [ ] Domestic Abuse offence |
|  [ ]  Other | Please specify: |
| **13** | Intensity of supervision at the time of the serious incident? | [ ]  Very high [ ]  High [ ]  Medium [ ]  Low [ ]  UPW only |
| **14** | Are other agencies involved in providing support or supervision to this person? If yes, specify who. | [ ]  Yes | [ ]  No |
|  |
| **15** | Do any of the following criteria apply to this person? | [ ] Currently looked after child | [ ] Receiving continuing care/aftercare | [ ] Living in a regulated care establishment | [ ]  Other ongoing review process  |
| **16** | Are high levels of public or media attention anticipated? | [ ]  Yes  | [ ]  No  | [ ]  Not Known  |
| **17** | Where the notification relates to an alleged further offence are there charges pending against the person?  | [ ]  Yes  | [ ]  No  | [ ]  Not Known  |
| **18** | What level of MAPPA review has been completed?  | [ ]  INR  | [ ]  ICR | [ ]  N/A  |
| **19** | **Sign Off** |
| **Person completing the notification:** |
| Name & Designation |  | Signature |  | Date |  |
| **Senior manager signing off the notification:** |
| Name & Designation |  | Signature |  | Date |  |