

**EPISCOPAL DIOCESE OF SOUTHERN VIRGINIA
CONFIDENTIAL NOTICE OF CONCERN**

Individual of Concern: _____

Date of Incident: _____ **Time of Incident:** _____

Type of Concern:

- Inappropriate behavior with a child/youth
- Policy violation with a child/youth
- Possible risk of abuse with a child/youth
- Inappropriate behavior with a vulnerable adult
- Policy violation with a vulnerable adult
- Possible risk of abuse with a vulnerable adult

Other Concern:

Respond to each question below and attach additional sheets if needed

Describe the situation/incident in detail:

Has the individual been of concern previously? If yes, provide details of any previous issues/incidents.

Who witnessed the situation/incident?

Who was questioned/interviewed re: the situation/incident?

Were police or other agencies notified?

If the police or other agency was notified, what was their recommendation about further action?

What action was taken?

Was a follow-up plan outlined/will the situation require monitoring?

Who else need may need to be notified?

Would you like someone to call you to discuss this situation?

Submitted by

Name: _____

Title/Position: _____

Telephone number: _____ Email: _____

Address: _____

Signature: _____ Date: _____

**This form should be submitted to the Canon for Formation or the Bishop at:
Episcopal Diocese of Southern Virginia, 11827 Canon Blvd., Suite 101, Newport News, VA 23606**