



Diocese of Austin
 Ethics and Integrity in Ministry
Notice of Concern

Date/time/location of occurrence: _____

Type of Concern: (please check all that apply)

_____ Immoral Conduct _____ Harassment _____ Breach of Confidentiality
 _____ Conflict of Interest _____ Exploitation _____ Policy Violation with a Minor
 _____ Policy Violation with an Adult _____ Other Concern: _____

_____ **Abuse of a minor or vulnerable adult.** **Y N** If yes, has this been reported to the Texas Department of Family & Protective Services and/or the police? **Y N**
If yes, provide report number and date/time of report. Report #: _____
Date/time of Report: _____

Nature of Concern: (please use additional paper for any answers requiring more space)

Describe the situation: What happened, who was involved, who was present, who was notified? [If reported to TDFPS, what were their recommendations?]

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

What is the follow-up plan or desired outcome? Does anyone else need to be notified? Will the situation need monitoring?

Has this situation occurred and/or been reported previously? If yes, provide details.

Submitted by: _____ Date: _____
 (Printed name)

Signature: _____

Contact information: Phone Number: _____

E-Mail Address: _____

Please submit this Notice of Concern to:

- Your pastor or Catholic school principal; or
- The Coordinator of the EIM Office, the Superintendent of Schools or the Vicar General; or
- The Bishop of Austin.

Mail to: 6225 Hwy 290 East, Austin, TX 78723 or fax to: (512) 949-2529. For more information please contact the EIM Office at (512) 949-2447.

- *This report may be submitted anonymously if it includes specific and verifiable information; however, you will not receive any acknowledgement or follow up regarding the matter.*
- *To conduct an investigation, it may be necessary to disclose your name and your statements to the person(s) involved.*
- *Persons seeking restitution or compensation for damages should discuss such issues with their own legal counsel.*