

Policy and Procedure Concerning Abuse and Neglect  
**Appendix B**  
ALLEGATION NOTIFICATION AND FOLLOW-UP

A & N 2

Area Program \_\_\_\_\_ Date of Incident: \_\_\_\_\_

Initials of persons involved: \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Submitting Report Date

**Notification of Incident to Legal Representative/Services Coordination**

Legal Representative notified by \_\_\_\_\_ on \_\_\_\_\_

Services Coordination notified by \_\_\_\_\_ on \_\_\_\_\_

**Review of Incident**

\_\_\_\_\_  
Signature of Due Process Committee Chairperson Date

\_\_\_\_\_  
Signature of Human & Legal Rights Committee Chairperson Date

Human & Legal Rights Committee Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

**Notification of Human and Legal Rights Committee Findings**

Person served by \_\_\_\_\_ on \_\_\_\_\_

Service Coordination by \_\_\_\_\_ on \_\_\_\_\_

Guardian by \_\_\_\_\_ on \_\_\_\_\_