**Dangerous situations incident form**

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| 1) | Staff member/s Name: Position: Site: |

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| 2) | Date and time of incident: |

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| 3) | Type of incident (assault, verbal or emotional abuse, threatening or intimidating behaviour, harassment, etc): |

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| 4) | Name of alleged perpetrator/s (If known. If not, briefly describe the person including any useful identifying information): |

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| 5) | Where the incident took place (Oranga Tamariki office interview room, client’s address, street, etc): |

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| 6) | Events leading up to incident (previous service involvement, atmosphere, body language/gestures of people present, whereabouts of children concerned, etc): |

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| 7) | What was the trigger, if any, to the incident occurring (what finally provoked the incident?): |

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| 8) | Nature of incident (clear, concise description of what happened): |

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| 9) | Did anyone witness the event? |

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| 10) | Was the perpetrator a current client? If so, what was your role at the time? |

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| 11) | Any previous incidents? (Briefly outline): |

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| 12) | Sign off:Signature: Date: |