

## VIOLENCE INCIDENT STATEMENT

NOTE: The contents of this document shall be kept confidential with its contents released only to individuals with a legitimate need to know or unless it becomes public record by virtue of an appeal to a court or other adjudicative body.

VIOLENCE INCIDENT STATEMENT			
Date of Incident		Place of Incident	
Time Incident Began		Time Incident Ended	
Name of Person Making Statement		Phone No.	
Title		Work Location	
<p>Detail description of incident. Answer the questions WHO, WHAT, WHEN, WHERE, HOW, and WHY. (If necessary, continue on plain paper; Attach sheets.) Completed statement should be forwarded to appropriate personnel.</p>			
Report Completed By		Date	