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| **Purpose** | This document guides the organisation in reporting specific situations/occurrences to the relevant agencies. |
| **Scope** | As per contractual and legal obligations. |
| **References** | [Crimes Act 1961](http://www.legislation.govt.nz/act/public/1961/0043/latest/DLM329384.html?search=sw_096be8ed8160d26b_abuse+and+neglect_25_se&p=1&sr=3)  [Health Act 1956](http://www.legislation.govt.nz/act/public/1956/0065/latest/DLM307082.html?search=sw_096be8ed8161105d_reporting+infectious+diseases_25_se&p=1&sr=10)  [Health and Disability Services *(*Safety*)* Act 2001](http://www.health.govt.nz/our-work/regulation-health-and-disability-system/certification-health-care-services/health-and-disability-services-safety-act)  [Health Practitioner Competence Assurance Act 2003](http://www.legislation.govt.nz/act/public/2003/0048/latest/whole.html)  [Health and Safety at Work Act 2015*.*](http://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html)  [Insolvency Act 2006](http://www.legislation.govt.nz/act/public/2006/0055/95.0/DLM385299.html)  [Vulnerable*.* Children Act 2014](http://www.legislation.govt.nz/act/public/2014/0040/latest/whole.html) |

# Consultation

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| Group/Role | Date |
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| **Situation** | **DHB/ACC/MSD**  **Funding agency** | [**HealthCert Section 31**](http://www.health.govt.nz/our-work/regulation-health-and-disability-system/certification-health-care-services/information-providers-health-care-services/notifying-incident-or-other-matter-required-under-section-31)  **(only certified providers)** | **Professional Body under HPCAct** | **Public Health** | **Worksafe** | **Oranga Tamariki** | **Police** |
| Service user suicide | x | x |  |  |  |  |  |
| Sentinel event | x | x |  |  |  |  |  |
| Critical/high risk adverse event/incident |  |  |  |  |  |  |  |
| Workplace death or severe injuries | x | x |  |  | x |  |  |
| Suspected or actual abuse/neglect of children/young people |  |  |  |  |  | x | x |
| Abuse or neglect of adults |  |  |  |  |  |  | x |
| Insolvency | x | x |  |  |  |  |  |
| Reportable infectious and communicable diseases and viral outbreaks | x |  |  | x |  |  |  |
| Unethical and conduct |  |  | x |  |  |  |  |
| Food poisoning |  |  |  | x |  |  |  |
| Management and Governance changes | x | x |  |  |  |  |  |
| Possible media attention | x |  |  |  |  |  |  |
| Police investigation  Coroner investigation | x | x |  |  |  |  |  |
| **Situation** | **DHB/ACC/MSD**  **Funding agency** | [**HealthCert Section 31**](http://www.health.govt.nz/our-work/regulation-health-and-disability-system/certification-health-care-services/information-providers-health-care-services/notifying-incident-or-other-matter-required-under-section-31)  **(only certified providers)** | **Professional Body under HPCAct** | **Public Health** | **Worksafe** | **Oranga Tamariki** | **Police** |
| HDC and Privacy Commissioner investigations | x |  |  |  |  |  |  |
| Change in premises | x | x |  |  |  |  |  |
| Natural disaster and emergencies | x | x |  |  | x |  |  |