



**Harris County Emergency Corps
COMPLIANCE CONCERN REPORTING FORM**



Please complete this form providing all relevant information, with as much detail as possible. You may choose to remain anonymous, however, that may hamper our ability to follow up on your concern or question.

Attach additional sheets if you need more space to describe the incident or details.

1. Control # _____ (HCEC use only)

2. Date of Incident: _____ Time: _____

3. Name (optional): _____ Phone#: _____

Email: _____

4. Individuals involved:

5. Please describe your concern (including specific details, why you feel it is a problem, and incident location).

6. Are there others with knowledge of the problem? Yes ___ No ___
Who? _____

7. Have you reported this concern to anyone else? Yes ___ No ___ If yes, when?

To whom? _____ (Optional)

8. Provide specifics of the discussion with that person.

9. Please identify any documents pertaining to the issue (describe them and indicate where located).

10. How did you discover the problem?

11. Are you willing to meet with the Harris County Emergency Corps Compliance Officer to discuss further?

Yes ___ No ___

12. Please provide any additional Information, or questions you may have:

We will take reasonable measures to ensure the confidentiality of the information you provided. However, there may be circumstances when the disclosure of this information is necessary to complete an investigation.

Please return completed forms by email at kvernon@hcec.com, or print this form and mail it to:

Keir Vernon, LP, CACO, CHC
Compliance Officer
Harris County Emergency Corps
2800 Aldine Bender
Houston, Tx 77032
