

## Military OneSource Mandated Reporting Checklist

When making a report, please be prepared to answer the following questions (**Reports may require 10 - 15 minutes to complete**):

- The nature of the incident:
  - Child/Elder/Vulnerable Adult Abuse
  - Risk To Self (Suicidal Intent)
  - Risk to Others (Homicidal or Other Intent to Harm)
  - Domestic Violence
  - Sexual Assault (involving a service member)
  - Psychiatric Hospitalization (Diagnosis \_\_\_\_\_)
  - Illegal Activity \_\_\_\_\_
  - Other \_\_\_\_\_
- Who is the alleged perpetrator/ victim? \_\_\_\_\_
- Demographic Information of both perpetrator/victim:
  - Name \_\_\_\_\_
  - Date of Birth \_\_\_\_\_
- Duty Status, Location, and Branch: Active Duty, Guard, Reserve  
\_\_\_\_\_
- Detailed account of the incident
  - When did the incident occur? \_\_\_\_\_
  - Summary of Incident. \_\_\_\_\_  
\_\_\_\_\_
  - Were there any injuries? \_\_\_\_\_
  - Were there any witnesses? \_\_\_\_\_
  - Were weapons involved? \_\_\_\_\_
  - Were alcohol or drugs involved? \_\_\_\_\_  
\_\_\_\_\_
  - Date of most recent occurrence and chronicity \_\_\_\_\_  
\_\_\_\_\_
  - Involvement of military or civilian agencies, arrests made?  
(e.g. FAP, MPs, SARC, CPS, DHS, local police)  
\_\_\_\_\_  
\_\_\_\_\_
- Any action taken by SM/FM (e.g. police called, restraining order, etc.)  
\_\_\_\_\_
- Any involvement with children: Witness or victim (names and ages)  
\_\_\_\_\_  
\_\_\_\_\_
- Was a safety plan developed? Support systems  
\_\_\_\_\_  
\_\_\_\_\_
- Any resources or referrals that were given (e.g. TRICARE, educational materials, community resources, base services) \_\_\_\_\_  
\_\_\_\_\_