

**ONCE THIS FORM HAS BEEN COMPLETED – PHIA AND FIPPA RULES APPLY**

**PERSON OF INTEREST (POI)**

|  |
| --- |
| **THIS SECTION IS TO BE COMPLETED BY THE DESIGNATED PERSON OR SECURITY** |
| DATE OF ACTIVATION: |
|  | **THREAT LEVEL** |  |
|  | Level I Verbal aggression, agitation. |
|  | Level II Physical aggression, threatening behaviour. |
|  | Level III Weapon or potential weapon, specific credible threat. |
| **NAME OF STAFF /SECURITY GUARD COMPLETING FORM:** |
| **IS THIS PERSON RELATED TO/LINKED TO A PATIENT?** Yes (see below) No |
| **IS THIS PERSON RELATED TO/LINKED TO A STAFF MEMBER?** Yes (see below) No |
| If Yes, identify name of patient/staff member and location: |
| **REPORTED BY:** | **STAFF** | **PATIENT/VISITOR** | **EXTERNAL AGENCY** | **SECURITY** |
| Name: | Name: | Name: | Name: |
| Title: | Address: | Agency: | Title: |
| Prog/Serv: | Ph #: | Ph #: | Ph #: |
| **POI DESCRIPTION** |
| **POI NAME:** | **ALIAS:** |
| **D.O.B.:** | **AGE:** | **MALE FEMALE** |
| **HEIGHT:** | **WEIGHT:** | **BUILD:** |
| **EYE COLOR:** | **EYEGLASSES: YES: NO:** | **DESCRIPTION:** |
| **HAIR COLOR:** | **LENGTH:** | **STYLE:** |
| **SKIN COLOR/COMPLEXION:** |
| **DISTINGUISHING FEATURES *(e.g. scars, tattoos, gait, etc.):*** |
| **PHOTO AVAILABLE: YES: NO:** | **ATTACHED: YES: NO:** |

## FORM # W-00635 Updated: January 2016 –FINAL NOT A PERMANENT HEALTH RECORD FORM Page **1** of **2**



**POI CLASSIFICATION - THIS IS THE NATURE OF THE EVENT**

**ACTION TO BE TAKEN WHEN POI PRESENTS:**

# UPDATES TO POI AFTER DATE OF ACTIVATION (PLEASE DATE):

**TO BE COMPLETED BY SECURITY OR DESIGNATED STAFF ONLY**

|  |  |  |  |
| --- | --- | --- | --- |
| **POI BARRED FROM FACILITY:** | **YES:** | **NO:** | **DATE:** |
| **PETTY TRESPASS NOTICE ISSUED:** | **YES:** | **NO:** | **DATE ISSUED:** |
| **LEGAL COURT ORDER(S) ISSUED:** | **YES:** | **NO:** | **EXPIRY DATE:** |

## FORM # W-00635 Updated: January 2016 –FINAL NOT A PERMANENT HEALTH RECORD FORM Page **2** of **2**