

What information will the Commission receive?

3 day notification	30 day update	Advice on investigator	Outcomes of investigation	Additional documents
<ul style="list-style-type: none">• Name of employee• Date of birth• Report to Police• Details about your organisation• Initial advice on nature of allegation	<ul style="list-style-type: none">• Details of allegation• Details of your response• Details about any disciplinary or other action proposed• Written response from employee relating to disciplinary or other action (if any)	<ul style="list-style-type: none">• Name of investigator• Contact details• As soon as practicable	<ul style="list-style-type: none">• Copy of findings and reasons• Details of disciplinary or other actions and reasons• Reasons for taking or not taking action• As soon as practicable	<ul style="list-style-type: none">• Any request made by CCYP in writing for information or documents



A more complete outline of the elements of the Reportable Conduct Scheme can be found at:

<https://ccyp.vic.gov.au/child-safety/resources/reportable-conduct-scheme-information-sheets/>