



Request for Information per Jonathan's Law-Chapter 24

As required by Jonathan's Law, Chapter 24, enacted May of 2007, you, as the person receiving services; guardian(s), parents(s), spouses, advocates or adult children of the person receiving services may request a copy of the initial incident report with the names removed; a meeting to discuss the incident or abuse allegation and the final disposition of an allegation.

As indicated in Jonathan's Law, the agency is required to provide, to a qualified requestor, the OMRDD form #148, a report on actions taken to ensure the safety and well-being of the consumer, within 10 working days.

Please indicate below the options that you are requesting by **checking the appropriate box(es) and completing the highlighted information**. A copy of this form can also be obtained online from our website (www.sencayarc.org) or in person at the Administrative offices: Cayuga County-1521 Clark Street Road in Auburn or Seneca County-2 Virginia Street in Waterloo.

Consumer Name: _____ **Date of Incident:** _____

Options (Check the appropriate box(es):

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | I am requesting a copy of the incident report with the names removed. |
| <input type="checkbox"/> | <input type="checkbox"/> | I am requesting a meeting to discuss the incident or abuse allegation with a Quality Assurance/Administration representative. |
| <input type="checkbox"/> | <input type="checkbox"/> | I am requesting final dispositions and actions taken after the Incident Review Committee has closed the case (no later than 21 days after closure). |

Requestor Name: _____ **Relationship:** _____

Requestor Address: _____

Requestor Phone Number: () _____

Please forward the completed form to Chad Mitchell at one of the addresses listed below:

Seneca County
Seneca Cayuga ARC
1083 Waterloo-Geneva Road
Waterloo, NY 13165

Cayuga County
Seneca Cayuga ARC
1521 Clark Street Road
Auburn, NY 13021

You may also fax your request directly to the Quality Assurance Department at (315) 539-2735.

If you have any questions, please contact one of the individuals listed below:

Chad Mitchell	Incident Manager	(315) 539-5067 Ext 128
Susan Witchey	Director of Quality Assurance	(315) 539-5067 Ext 137 (Seneca) (315) 612-0100 Ext 2136 (Cayuga)
Kathleen Sinicropi	Associate Executive Director	(315) 539-5067 Ext 136

As soon as the agency receives this request, we will respond to you within 10 working days of the date of receipt.