NSW HEALTH

AU RED INCIDENT LOGGING FORM

Note: you should refer to the AU RED Incident Logging Guide before using this form for the first time					
Customer Data					
First Name				Surname	
Phone Number (e.g. 0293919203)					
Location Data					
Area/Organisation					
Other Location/Supplementary Information					
Incident Data					
Date Incident Occurr				Time Incident Occur	
(e.g. 12/8/2010					(e.g. 16:40)
Incident Type					
Incident Details Please provide <u>specific de</u> as the application numbe type, committee name et relevant. If possible attach <u>screen s</u> the incident to the email generated once you click 'Submit by Email' below	er, report cc, where <u>shots</u> of that is				
What action were you performing in AU RED?					
If your incident is related to slow system response or a frozen screen or desktop:					
1) Were you able to access other websites such as www.google.co.uk, www.msn.com or www.yahoo.com?					
2) Were you running any other applications (apart from MS Outlook, Word, Excel)? If so, provide details.					
When you click on submit, your incide data will be sent to the Infonetica Hel Version 2.0					You can print this form before sending but you cannot save the file. However, if you keep the form open you, can re-use the

details for subsequent incident reporting