#### 6633 Notifying the Reporter of Investigation Results

LPPH ~~December 2012~~ 6297-CCL DRAFT

Policy

The investigator sends notification of the findings upon completion of the investigation unless:

a) The reporter has indicated that he or she does not want to be notified;

b) there is a reasonable likelihood that notifying the reporter will jeopardize the reporter's safety; or

c) The reporter is the person in charge, director, administrator, applicant, permit holder, board chair, or designee and will receive notice in another capacity.

See Appendix 3000-2 Notifying the Operation

DFPS Rules, 40 TAC [§745.8445](http://info.sos.state.tx.us/pls/pub/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=40&pt=19&ch=745&rl=8445)

Procedure

The investigator generates Conclusion to Reporter Letter Form 2814 from the *Investigation Conclusion* page in the CLASS system.

The letter states only whether statute, administrative rules, or minimum standards were or were not violated.

The letter includes any brochures or pamphlets that may be educational to the reporter regarding reports.

The investigator does not disclose information in the final report of findings that is confidential.

The investigator sends the letter to the reporter by regular mail.