**IM Bulletin Draft Comment Sheet**

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| **Submitter Name:** |  | **Submitter Title (if applicable):** |  |
| **Submitter Preferred Contact Information (E-mail, phone number etc.):** |  | **Submission Date:** |  |

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| **Page Number** **Bulletin Section**  | **Comment / Question**  | **Proposed Revision, if Applicable**  |
| ***Example:****Page 2**Definitions* | ***Example:****Consider adding additional detail to the definition of Administrative Review.*  | ***Example:****Administrative Review**–**The final step of the investigation process that reviews the competency and quality of an investigation for speed, objectivity, and thoroughness; Weighs evidence and makes an investigation determination; Determines preventative and additional corrective action plans; Completes the Administrative Review section of the Certified Investigator Report and ensures implementation and monitoring of all types of corrective action plans.* ***This process applies to all incidents that have an investigation.***  |
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**Add additional rows as necessary**

**Submit this form via email to:** **RA-impolicy@pa.gov**