**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**](mailto:RA-impolicy@pa.gov)