

Serious Injury Reporting

Serious Injury – Fact Sheet for Service Providers

1. Where can I find the serious injury reporting form?

Each department and authority will have their own way of storing the reporting form. If you are unable to locate the reporting form at your department or authority, you can email the Manitoba Advocate for Children and Youth (MACY) at seriousinjury@manitobaadvocate.ca.

2. Who do I report to when I become aware of a serious injury?

Send the filled out serious injury reporting form to the department/health authority responsible for the services you provide. Each department or health authority will have a designated contact person and/or email address to receive the reports.

3. What information is required to be included in the report?

You must provide as much information listed in the Serious Injury Reporting Regulation (SIRR) as is known at the time of reporting. The SIRR may be accessed at this link: [Serious Injury Reporting Regulation, M.R. 44/2023 \(gov.mb.ca\)](https://www.gov.mb.ca/si/sirr/)

4. By when do I have to submit my serious injury report?

As governed by SIRR, you are required to submit your serious injury report to your department/health authority promptly. You will need to gather all available information after becoming aware of the serious injury and promptly send the reporting form to your department/health authority.

5. If I don't know if an incident amounts to a "serious injury," should I still report it?

If you are unsure, it is best to consult with your supervisor, who may recommend consultation with legal counsel to your organization, agency, authority, or department.

6. If I have any questions about the serious injury reporting process, who can I ask?

Any questions you may have concerning serious injury reporting can be directed to your supervisor or the department/health authority responsible for the services you provide. If you are still unsure, you can contact MACY at seriousinjury@manitobaadvocate.ca

**PHONE:**

204-988-7440
1-800-263-7146

**ADVOCACY OFFICE:**

100-346 Portage Avenue
Winnipeg, MB R3C 0C3

THOMPSON OFFICE:

300 Mystery Lake Rd,
Thompson, MB R8N 0M2

**EMAIL:**

seriousinjury@manitobaadvocate.ca

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7. What happens once I submit this form?

Once the reporting form has been submitted to the relevant department/health authority, a report of any serious injury will be made to MACY by the department/authority. MACY will then review the matter to determine whether the incident meets the legislative definition and whether MACY has jurisdiction to review the matter.

Upon receiving information about the serious injury from the department/authority, MACY may contact you to provide more information about the matter.

MACY may also contact the affected young person, and/or their family/guardians, to gather more information and to offer other services provided through MACY, including support, information, advice, and advocacy services.

8. What does MACY do with the information it receives?

MACY may use information concerning serious injuries in any serious injury review(s) and/or investigation(s) it conducts; to identify and analyze trends/reoccurring circumstances facing young people in Manitoba; and to inform recommendations and reports aimed at improving the effectiveness and responsiveness of designated services.

9. Does making a serious injury report negate my obligations to report a child in need of protection or abuse allegations?

No. All other reporting requirements, pursuant to other legislation, remain in force.



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