

**GEORGIA DEPARTMENT OF CORRECTIONS
 INVESTIGATIVE FILE SUMMARY CHECKLIST**

Incident Date: _____ **Incident Time:** _____ **Incident Report/ PREA Case#:** _____
Victim Name: _____ **GDC ID#:** _____
Location of Incident: _____ **Date/Time Received:** _____

NOTE: The documents listed below are the minimum required on the Summary side of the Investigative file, Additional lines have been provided in the event you have more summarized information to place in the file.

Documents Present	Yes	No
<i>Att. 10 Initial Notification Form</i>		
<i>Att. 6 Investigative Summary Form</i>		
<i>Att. 3 PREA Disposition Offender Notification Form</i>		
<i>Att. 8 Retaliation Monitoring Checklist (If not unfounded or Not PREA)</i>		
<i>Att. 9 Sexual Abuse Incident Review Checklist (If an abuse allegation and not unfounded)</i>		
Picture and/or Video evidence placed in a closeable envelope and secured in folder.		
If "No" was answered to any of the above, Explain in the box below		

This portion of the PREA Investigative case file has been reviewed by both the SART Investigator and the PREA Compliance Manager and has been found to be complete and accurate.

 SART Investigator

 SART Investigator Signature

 PREA Compliance Manager

 PREA Compliance Manager Signature