



Bennett Cerf Dog Park Incident Report

Instructions

When an incident occurs at the Dog Park, dog owners should follow the posted rules. If an owner would like to file a formal report or make the County aware of an ongoing situation, the Incident Report form must be completed to document occurrences & properly investigate and resolve the matter.

Incident Report Forms can be obtained as follows:

Download: www.bennettcerfdogpark.org/incidentform

Pick Up: *Carroll County Recreation & Parks, Robert Moton Center, 300 South Center Street, Westminster, MD* – during regular business hours of 8 am to 5 pm on Mondays through Friday

Completed incident report forms can be submitted as follows:

Mail or drop off to the above address; Fax: 410-876-8284; E-mail: ccrec@ccg.carr.org

What is reportable and what will be reviewed

Violations that should be reported and will be automatically reviewed:

- Person bit by a dog • Dog bitten requiring medical treatment

Violations that can be reported and will be documented:

- Dog bitten with no medical treatment necessary • Children under the age limit in the dog park
- Failure to abide by Dog Park rules • Disruptive/abusive behavior to persons and/or dogs

If repeated offenses of the listed violations are reported, a full review will begin (see below).

Procedure for Review:

1. When a formal complaint is received and is eligible for review, the report will be distributed and reviewed by the Friends of Bennett Cerf Dog Park at the next scheduled meeting.
2. If a committee member is involved in the incident, she/he will be excluded from the review process except for providing a written statement of what happened.
3. If the incident resulted in serious harm to a person(s) or dog(s), the offending dog will be temporarily suspended pending outcome of formal review and final determination.
4. A member of the Dog Park Committee may be designated to collect statements from parties named in the incident and statements from witnesses named in the incident.
5. The Committee will discuss the incident and recommend a course of action, if any, to take. Actions may include but are not limited to: restricted use of the park, temporary or permanent bans on using the park, dog training, or testing requirements (e.g., Canine Good Citizen test).



Bennett Cerf Dog Park Incident Report Form

Please note that any incident involving bodily injury to persons or dogs requiring medical attention should immediately be reported by calling 911. This form should be completed to the best of your ability for all incidents of aggressive dog behavior & incidents involving rule violations regardless of the severity.

Name _____ Email _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell _____ Work _____

Dog's Name _____ Breed: _____ Weight: _____ Lbs. Color _____

Description of Incident

Other Individual/Dogs Involved

Name _____ Email _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell _____ Work _____

Dog's Name _____ Breed: _____ Weight: _____ Lbs. Color _____

General Description _____

If names are not known please provide a full description of the individual, their dog's name and anything that may be pertinent (i.e., make, model, color of their car, license plate number, etc.) or other information

Nature of the Incident

Date of Incident: ____/____/____ Time: _____ am pm

Describe Incident

Description of Injuries

Witnesses _____ Phone _____

Witnesses _____ Phone _____

Actions Taken: None Ambulance Police Veterinary Other (describe) _____

Signature _____ Date _____

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