

# MANDATED REPORTING: WHAT YOU NEED TO KNOW

## AM I A MANDATED REPORTER?



**YES!**



any adult  
**PROFESSIONAL**  
who works with  
**CHILDREN**

**MANDATED  
REPORTER**

### Who should report?

Most states require that the person who has reasonable suspicion be the one to make the report. Do not delegate this to someone else, even your supervisor.

### Am I liable if I make a report and it is not substantiated?

No. Those persons making a report in good faith are protected from liability.

*\*Laws vary from state-to-state. In some states, all adults are mandated reporters. Information about each state's requirements is available at the Child Welfare Information Gateway—www.childwelfare.gov.*

## WHEN DO I MAKE A REPORT?

Make a report when you have reasonable suspicion of abuse. This is called a "Good Faith" report.

**DISCLOSURE** **DISCOVERY** **SUSPICION**

**MAKE A GOOD FAITH REPORT**

**A good faith report requires reasonable suspicion of abuse, including:**

- witnessing a pattern of boundary violations by an adult or youth.
- intervening in boundary violations, and yet the person continues.
- receiving a disclosure of abuse or boundary violations from a child.
- seeing physical signs of sexual harm.

### Do I have enough to make a report?

The agency you are reporting to will help determine if there is enough information to proceed. If there is not, the report remains on file. If you receive additional information, you add to the report. If additional reports are made for that same child, then sometimes multiple reports can lead to an investigation.

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## HOW DO I MAKE A REPORT?



Two agencies handle most reports of child abuse: Child Protective Services (in some states this agency has a different name) and law enforcement.

### What information do I need?

- child's name, address and age
- parent's name and address
- reason for making the report

### What information is helpful?

- perpetrator's name
- signs that you've observed or what the child disclosed to you

**After you have made the report, follow your organization's policy about who to notify.**