GENERAL RULES FOR REPORTING CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

Numbers to report to: Beltrami County Human Services 759-8300

(Ask for Child Protection Intake)

Law Enforcement Center 751-9111

RULES FOR REPORTING

- 1. If you have contact with or have responsibility for children in your work, you are mandated to report any suspected neglect, physical and/or sexual abuse.
- 2. You must report suspected neglect or abuse if you have knowledge about the abuse or if you have reasonable cause to believe a child is being neglected or abused.
- 3. You must report your suspicions personally.
- 4. You must report immediately. (The law says within 24 hours, however, it is a wise practice to call it in as soon as possible. A report made early in the day allows human services and law enforcement time during the day to do an investigation and provide for the safety of the child that day, if necessary.)
- 5. Oral reports must be followed up with a written report within 72 hours.
- 6. DO NOT attempt to investigate on your own.
- 7. DO NOT contact the child's parents on your own.
- 8. Reports can be made either to law enforcement or human services.
- 9. You will be immune from civil liability if you report in good faith.
- 10. If you fail to report, you may be subjected to criminal prosecution.

Suspected Child Abuse/Neglect Referral Form Bemidji Area Schools 502 Minnesota Ave NW Bemidji, MN 56601

Who Reports? Anyone. However, Minnesota Statues 626.556 as amended – Reporting Maltreatment of Minors makes it mandatory for most people working with children to report suspected neglect, physical and/or sexual abuse of children. Completion of this report with information available to you constitutes a written report as required by Minnesota Law. You are not required to use this form. You are required to report.

How To Report: An oral report should be made immediately – telephone or otherwise.

Beltrami County Human Services – 333-8316 or 333-3404

Beltrami County Law Enforcement & Police Department – 333-9111 or 751-9111

Hubbard County Human Services – 877-450-1454 or 218-732-2420

Red Lake Nation Human Services – 218-679-2122

Cass Lake Human Services – 335-8270

Clearwater County Human Services – 800-245-6064 or 218-694-6164

The oral report must be followed by a written report within 72 hours. Send written report to the appropriate county or human services agency.

	Report/R	<u>eferral</u>			
Person Making Report	Date	Position			
School	Telephone Number				
	Child In	volved			
Name of Child (Last-First-Middle)	Birth Date	Grade	Male	Female	
Name of Parent/Adult Responsible for Ch	nild	Relationship			
	Telepl	none Number(s) Ho			
Address			ork: ell:		
<u>1</u>	Nature and Descrip (Use back of shee				
Other individuals who are aware of this re	eferral:				
Signature of person making report:					
Date of oral report:	To v	To whom reported:			
Check here if you wish to receive information	ntion from Social Service	ces regarding the disp	position of this re	port	