

REPORTING CHILD ABUSE

Any employee who suspects child abuse or neglect should report this to the Franklin County Department of Children's Services or the local law enforcement authority and the building principal and/or building nurse.

The nurse or appropriate building personnel should interview the child. A physical assessment should be made to describe the injuries. If the suspected area of injury involves a private area, such as the buttocks or genital area, another professional should be present for the examination. The physical assessment is done only to validate possible injury, and does not have to be a comprehensive examination.

The nurse or appropriate building personnel should document the results of his/her interview and physical assessment. Actual factual observation of physical findings action taken and follow-up steps should be documented. If any of the professional team determines that a report should be made to FCCS, they should do so by telephone immediately. A suspicion of abuse mandates a report.

The individual making the report should keep written documentation of the incident. This written documentation should be kept in the principal's office.

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