

# **ACTION PLAN**

## **Duty to Report:**

**Mandated Reporter Requirements  
& Best Practices**

## Lesson 1 – Why is Reporting Critical?



**There are five reasons why reporting suspected abuse and neglect is critical:**

- It may prevent further harm to the child
- It may save other children from abuse and neglect
- It contributes to the safety of your community
- It brings policy and practice gaps to attention
- It can avoid civil litigation and criminal charges



*Scenario: Angela has shown up to your program with a new bruise for two days in a row. You have noticed her displaying some aggressive behavior when at play. In addition, you have sensed tension between Angela and her mother at pick-up time.*

Is this something I would be inclined to report to authorities? Why or why not?

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**After completing this lesson, I am able to:**

- Know why reporting suspected abuse and neglect is important
- Identify why people don't report
- Understand that I am morally and possibly legally required to report

## Lesson 2 – Are You a Mandated Reporter?



**Remember...**

A mandated reporter is someone who is required by law to report suspected child abuse or neglect.



Federal law in the United States requires certain individuals who work with youth athletes to report any suspected or known child abuse within 24 hours to the proper authorities. The law applies to both employees and volunteers. If mandated reporters fail to report abuse, they could be criminally prosecuted.



### State Requirements

My state's mandated reporting requirements:

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### Employer Policies

My employer's reporting requirements:

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**After completing this lesson, I am able to:**

- Know what a mandated reporter is
- Determine my legal responsibilities

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## Lesson 3 – What Must Be Reported



**The four major categories of child abuse are:**

1. Physical - non-accidental physical injury inflicted by another person with the intent of hurting the child.
2. Sexual - when an adult uses a child for sexual stimulation or gratification.
3. Neglect - the negligent treatment, lack of treatment, or the maltreatment of a child by a person responsible for the child's welfare. There are two levels of neglect that must be reported: general and severe.
4. Psychological and Emotional – any type of abuse that is not physical or sexual.



**Notes:**

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**After completing this lesson, I am able to:**

- Know the types of abuse to look
- Recognize the indicators of abuse

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**Lesson 4 – How Do You Report?**



**The three things to know when I reasonably suspect abuse or neglect:**

1. The time frame for reporting
2. Who to contact
3. What information to provide.



**My state's time requirements for reporting suspected abuse or neglect:**

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**My employer' time requirements for reporting suspected abuse or neglect:**

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**After completing this lesson, I am able to:**

- Report an incident or suspected incident of child abuse or neglect
- Understand safeguards that are in place for mandated reporters

### Action Plan



**My state’s toll-free child abuse reporting hotline number is:**

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**My local police department number is:**

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### Lesson 5 – How Do You Respond If a Child Discloses Abuse?



**Five techniques to follow if a child discloses abuse:**

1. Stay Calm
2. Listen
3. Comfort
4. Don't Criticize
5. Report



**Notes:**

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**After completing this lesson, I am able to:**

- Be prepared if a child discloses abuse to me
- Follow the five techniques for if a child discloses abuse to me

### Action Plan



**I will review any questions about reporting for my state and organization that I may have, with my employer:**

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