

Guide for Reporting Abuse or Neglect

Quick Tips for Reporting Child Abuse & Neglect

Ohio law and OSU policy mandate that OSU youth program personnel report to child protective services or law enforcement if they suspect that abuse is taking place. The law requires that *you* make a report to children's services or law enforcement if you believe that a reasonable person would also suspect abuse or neglect, given the same circumstances. **Mandated reporters like you are vital in getting victims of child abuse and neglect the help they need.**

WHAT SHOULD I DO?

- Pause and take a deep breath.
- Listen openly, and ask open-ended questions (e.g. can you tell me more about...)
- Thank them for trusting you, but do not promise to keep anything they share secret.

WHAT INFORMATION SHOULD I GATHER?

Following a disclosure or observation of suspected abuse, identify details, including:

- Name and address of all parties involved including:
 - The victim,
 - Person(s) suspected of abuse/neglect,
 - Parent(s), guardian(s), or caregiver(s)
- Age of the victim
- The reason you suspect the victim is being abused or neglected, including the words which were said by the child.
- Where/when the incident(s) occurred

Don't have information such as the minor's birthdate or address?

Contact your program administrator to discuss obtaining this information

WHO DO I TELL?

Any OSU youth program personnel who in the course of their duties witnesses child abuse or neglect or has information that would lead a reasonable person to believe a youth faces a substantial threat of child abuse or neglect must **immediately** make the 1 call, and 1 report.

Not sure if reporting is required or need assistance?

Contact the Director of Youth Protection at 614.247.5838

MAKE 1 CALL 1 REPORT

1 Call

Alert the appropriate agency:

- If a youth is in **imminent danger** (life-threatening or abuse is being witnessed), call 911 or an onsite school resource officer. If you are unsure whether there is imminent danger, call 911.
- If a youth is **not in imminent danger**, call Children Services Agency at 855-O-H-CHILD (855-642- 4453), which is a 24-hour automated telephone directory that will link callers directly to a child welfare or law enforcement office in their county.

RECORD THE INTAKE ID or REPORT NUMBER.

1 Report

3 ways to submit a report to OIE



1. Online reporting form using QR code or visiting: go.osu.edu/reportabuse,
2. Call: 614-247-5838,
3. Email: equity@osu.edu.



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