

NOTIFICATION OF SUSPECTED CHILD ABUSE
 ChildLine # 1-800-932-0313
 Midwestern Intermediate Unit IV

Student:	DOB:	Age:	
Parents:	Phone:		
Address:	District of Residence:		
		Teacher:	
Program Location:			

1. Do not investigate, simply report
2. Resist interviewing the student; defer interviews to the appropriate authority
3. Under NO circumstances are MIU IV staff to photograph the student
4. Briefly describe the situation and/or condition of the child

Procedures:

#	Date	Time	Description
1.			Mandated Reporter must call ChildLine (1-800-932-0313) or report online at www.compass.state.pa.us/cwis immediately in accordance with §6313 if under age 18. <u>Age 18 or older</u>, Contact Local Area Agency: 724-662-6222 (Mercer County) or 724-282-3008 (Butler County) or 724-658-3729 (Lawrence County)
2.			Mandated Reporter notifies the Building Administrator *If no Principal is available, proceed to step 3
3.			Mandated Reporter notifies MIU IV Program Supervisor or MIU IV Coordinator of Educational Services *if MIU IV Administrator is not available, contact MIU IV Director of Special Education *if MIU IV Director of Special Education is not available, contact MIU IV Executive Director
4.			Mandated Reporter notifies MIU IV School Social Worker (not applicable for Nonpublic) Bryda Drumm 724-458-6700 x1218
5.			Mandated Reporter completes the CY47, <u>IF</u> reported online you can skip this step (#5) *person reporting to ChildLine completes the CY47 and faxes to County CYS where alleged abuse occurs (Butler Co CYS 724-284-1433) (Lawrence Co CYS 724-658-5503) (Mercer County CYS 724-662-0676)
6.			Mandated Reporter faxes the CY47 form and this Notification form to MIU IV Program Administrator. <u>IF</u> completed online, please print the form and fax to MIU IV Program Administrator.
7.			Program Administrator notifies the LEA or appropriate School Administrators
8.			Program Administrator signs and faxes this form to either the Director of Special Education or Coordinator of Educational Services (if applicable)
9.			Director of Special Education/Coordinator of Educational Services notifies Executive Director

Signature of Program Administrator

Date

Please maintain copy of notifications for your records and destroy CY 47