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1.0 PURPOSE AND SCOPE

- 1.1.1. The purpose of this procedure is to provide instruction and describe the process for reporting suspected abuse, neglect, or imminent risk of serious harm of children and those involved with the intervention under Connecticut General Statutes, Section 17a-101.
- 1.1.2. All Early Intervention (EI) personnel are Mandated Reporters.


2.0 REFERENCES

2.1 Associated Documents

- 2.1.1. Early Intervention (EI) Record.
- 2.1.2. Form 136, Department of Children and Families, Report of Suspected Child Abuse/Neglect
- 2.1.3. The Child Abuse and Neglect Careline, 1-800-842-2288, the Department of Children and Families, website: <https://portal.ct.gov/DCF/1-DCF/Reporting-Child-Abuse-and-Neglect>.
- 2.1.4. The Commissioner of Children and Families Mandated Reporter Training: www.Portal.ct.gov/DCF/Mandated-Reporter-Training/Home

2.2 Developmental References

- 2.2.1. Connecticut Birth to Three Abuse and Neglect Procedure, Revised June 16, 2021.

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3.0 INSTRUCTIONS

3.1 Reporting Abuse

NOTE

The Child Abuse and Neglect Careline, 1-800-842-2288, is the Department of Children and Families' (DCF) 24-hour, seven days a week, toll-free number for reporting suspected abuse, neglect or imminent risk of serious harm of children. It is also the single point of entry number for all other DCF services. Additional information from DCF can be accessed from their website:

<https://portal.ct.gov/DCF/1-DCF/Reporting-Child-Abuse-and-Neglect>.

3.1.1. **CONSIDER** all Early Intervention (EI) staff, direct and indirect as Mandated Reporters, mandated to report suspected abuse or neglect of children, as well as the following Individuals:

3.1.2. **WHEN** having reasonable cause to suspect or believe that a child has been abused, neglected or placed in imminent risk of serious harm by a person responsible for child's health, welfare or care or by a person given access to the child by responsible person (For example: care givers, live-in boyfriends or girlfriends),

- **REFER TO** Attachment 1, Types of Abuse, Neglect, and Circumstance Injurious.

THEN PERFORM the following:

1. As soon as practical, but **NO** later than 12 hours of suspected abuse, neglect or imminent risk of serious harm, orally **REPORT** to:


- Department of Children and Families (DCF) via the Careline (1-800-842-2288)
- Law enforcement agency, as appropriate (Local or State Police).

2. Within 48 hours of making oral report **PERFORM** the following:

a. **SUBMIT** a written report to DCF using [Form 136, Department of Children and Families, Report of Suspected Child Abuse/Neglect](#).

- **REFER TO** DCF website for additional information:
<https://portal.ct.gov/DCF/1-DCF/Reporting-Child-Abuse-and-Neglect>

b. **SUBMIT** written or electronic report as described on Form 136, Department of Children and Families, Report of Suspected Child Abuse/Neglect.

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3.1.2. (continued)

- c. **WHEN** a Mandated Reporter is also a member of the staff or a public or private institution or facility that provides care for such child or public or private school,

THEN SUBMIT a copy of written or electronic report to person in charge of such institution, school or faculty or the person's designee.

- (1) In the case of a report concerning a school employee holding a certificate, authorization or permit issued by the State Board of Education under the provisions of sections 10-144o to 10-146b, inclusive, and 10-149, **ENSURE** a copy of the written or electronic report is sent by:

- Commissioner of Children and Families or the commissioner's designee to Commissioner of Education or the commissioner's designee.

- (2) In the case of an employee of a facility or institution that provides care for a child which is licensed by the state, **ENSURE** a copy of the written or electronic is sent by:

- Commissioner of Children and Families to the executive head of the state licensing agency.

3. **IF** there is doubt about making a report,


THEN ADHERE to the following:

- a. **RESOLVE** doubt in favor of the child.
- b. **MAKE** the report.

4. **IF** staff members witness violation of a restraining order,

THEN PERFORM the following as appropriate:

- a. **CONTACT** Police.
- b. **REPORT** to DCF.

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3.1.2 (continued)

5. **MAINTAIN** completed Form 136, Department of Children and Families, Report of Suspected Child Abuse/Neglect (report) in child's Early Intervention Record.
 - a. **REDACT** name of reporting person, if necessary.
 - b. **OBTAIN** parent consent for any third-party inquiries requesting release of this form.

3.1.3. **KNOW** DCF audio records all reports made to The Child Abuse and Neglect Careline.

1. May **PROVIDE** name or **REQUEST** anonymity.
2. **KNOW** DCF does **NOT** ensure anonymity, especially if the case:
 - Results in criminal prosecution.
 - Is taken to court.

3.1.4. Upon receipt of reported events **KNOW** DCF determines what has occurred.

1. DCF and Police lead investigation for suspected abuse or neglect.
 - **NO** person at any level of authority or from any other agency has the legal right to prohibit or interfere with a referral or report to DCF.

3.2 Immunity for Reporting Abuse and Neglect


3.2.1. **UNDERSTAND** people who make required reports in good faith are granted immunity from:

- Civil liability
- Criminal liability

3.3 Unsafe Conditions that Put a Child at Risk

3.3.1. Early Intervention staff and subcontractors who find a child unsupervised or in an unsafe situation will **CONTACT** The Child Abuse and Neglect Careline at 1-800-842-2288.

1. **REMIAN** with child until assistance from DCF **OR** local police arrive.

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3.4 Training on Abuse Reporting

3.4.1. All Connecticut Birth to Three Programs **ENSURE** staff and subcontractors are trained in the reporting of abuse and neglect.

1. **KNOW** The Commissioner of Children and Families' has an educational training program and refresher training program for the accurate and prompt identification and reporting of child abuse and neglect and is made available to all persons mandated to report child abuse and neglect.
2. **REFER TO** the following website for more information on various times and locations the training is offered throughout the state:
www.Portal.ct.gov/DCF/Mandated-Reporter-Training/Home

END of Instructions

4.0 REVISION HISTORY

Location	Description of Change
ALL	New Human Factored Procedure in New Template.



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Attachment 1, Types of Abuse, Neglect, and Circumstance Injurious

A. Types of Abuse

Type of Abuse	Description	Examples
Physical Abuse	<ul style="list-style-type: none"> Any physical injury inflicted other than by accidental means. Any injury at variance with the history given of them. A child's condition which is the result of maltreatment such as malnutrition, deprivation of necessities or cruel punishment. 	<ul style="list-style-type: none"> Head injuries Bruises, cuts, or lacerations Internal injuries Burns, scalds Reddening or blistering of the tissue through application of heat by fire, chemical substances, cigarettes, matches, electricity, scalding water, friction, etc. Injuries to bone, muscle, cartilage, ligaments fractures, dislocations, sprains, strains, displacements, hematomas, etc. Death
Sexual Abuse and Exploitation	Sexual Abuse is any incident of sexual contact involving a child that is inflicted or allowed to be inflicted by the person responsible for the child's care.	Sexual abuse includes, but is not limited to: <ul style="list-style-type: none"> Rape Intercourse Sodomy Fondling Oral sex Incest Sexual penetration: digital, penile, or foreign objects. Sexual exploitation of a child includes permitting, allowing, coercing or forcing a child to: <ul style="list-style-type: none"> Participate in pornography. Engage in sexual behavior.
Emotional Abuse and Maltreatment	<ul style="list-style-type: none"> The result of cruel or unconscionable acts and/or statements made, threatened to be made, or allowed to be made by the person responsible for the child's care that have a direct effect on the child. The observable and substantial impairment of the child's psychological, cognitive, emotional and/or social well-being and functioning must be related to the behavior of the person responsible for the child's care. 	Emotional abuse or maltreatment may result from: <ul style="list-style-type: none"> Repeated negative acts or statements directed at the child. Exposure to repeated violent, brutal, or intimidating acts or statements among members of the household. Cruel or unusual actions used in the attempt to gain submission, enforce maximum control, or to modify the child's behavior. Rejection of the child.

B. Types of Neglect



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Attachment 1, Types of Abuse (continued)

Type of Neglect	Description	Examples
Physical Neglect	<ul style="list-style-type: none"> • The failure to provide adequate food, shelter, and clothing appropriate to the climatic and environmental conditions. • The failure to provide, whether intentional or otherwise, supervision or a reliable person(s) to provide child care. • Leaving a child alone for an excessive period of time given the child's age and cognitive abilities. • Holding the child responsible for the care of siblings or others where beyond the child's ability. • The person responsible for the child's care displays erratic or impaired behavior. • The person responsible for the child's care is unable to consistently perform the minimum of child-caring tasks. • Death. 	
Medical Neglect	<ul style="list-style-type: none"> • The refusal or failure on the part of the person responsible for the child's care to seek, obtain, and/or maintain those services for necessary medical, dental, or mental health care. • Withholding medically indicated treatment from disabled infants with life-threatening conditions. <p><i>Note: Failure to provide the child with immunizations or routine well child care in and of itself does not constitute medical neglect.</i></p>	
Educational Neglect	<p>Educational neglect occurs when, by reason of the actions or inaction on the part of the person responsible for the child's care, a child age seven (7) years old through fifteen (15) years old either is NOT:</p> <ul style="list-style-type: none"> • Registered in school, OR • Allowed to attend school. 	
Emotional and Moral Neglect	<p>The denial of proper care and attention to the child, emotionally and/or morally, by the person responsible for the child's care that may result in the child's maladaptive functioning.</p> <p><i>Note: For court intervention regarding emotional neglect, a statement from a mental health provider documenting the condition is required.</i></p>	<p>Harmful behaviors by the person responsible include, but are not limited to:</p> <ul style="list-style-type: none"> • Encouraging the child to steal or engage in other illegal activities. • Encouraging the child to use drugs and/or alcohol. • Recognizing the child's need but failing to provide the child with emotional nurturance. • Having inappropriate expectations of the child given the child's developmental level.

C. Circumstance Injurious



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Circumstance Injurious	Description	Examples
In Danger of Abuse	<p>In danger of abuse includes:</p> <ul style="list-style-type: none"> • Actions or statements conveying threats of physical or mental injury. • A real threat to the child's well-being as perceived by the child. • The person responsible for the child's care exposing the child to dangerous and/or violent situations. 	
High Risk Newborns	<p>Newborn children will be considered to be at risk because of a combination of both their own special needs and their mother's condition or behavior.</p>	<p>Indicators of special needs newborns include, but are not limited to:</p> <ul style="list-style-type: none"> • A positive urine or meconium toxicology for drugs. • A positive test for HIV virus. • A serious medical problem. • Indicators in the mother's condition or behavior include, but are not limited to: <ul style="list-style-type: none"> ○ Substance abuse. ○ Intellectual limitations which may impair the mother's ability to nurture or physically care for the child. ○ Major psychiatric illness. ○ Young age, causing inability to care for self or newborn.