

# USGA Child Protection SOP

(Effective May 16, 2025)

The USGA is committed to the protection and safeguarding of all children in its care. The USGA strives to handle every case of suspected abuse or behavior diligently and with utmost care. Immediate action, thorough investigation, and transparent communication are paramount to ensuring that every child is protected.

This SOP applies to the USGA employees, administrators, and volunteers who are assigned to assist with any USGA event/program (collectively known as “workers”).

## 1. Immediate Actions

Any workers who observe or become aware of any suspected abuse or behavior that may put any child(ren) in its care at risk (each, an “Observer”) should immediately report to the USGA-assigned minister(s) and event/program coordinator(s) such suspected abuse or behavior and also take any immediate action necessary to stop ongoing harm as set forth below.

### Key steps:

- **Ensure the child(ren)'s safety:** First, the Observer(s) to remove the child(ren) from any immediate danger and place them in a secure, safe environment. This action is focused on protecting the child(ren)’s well-being in urgent situations.
- **Provide medical care:** The Observer(s) to arrange for immediate medical treatment if necessary.
- **Report to relevant personnel:** The Observer(s) to ensure that the USGA-assigned minister(s) and event/program coordinator(s) are informed of the suspected abuse or behavior as soon as possible.
- **Document the incident:** All event/program coordinator(s) to start documenting the details of steps taken.
- **Contact authorities:** The Observer(s) who are mandated reporters to follow mandated reporting laws and notify applicable authorities to the extent required by law.

## 2. Separation of Parties

To protect both the child(ren) and the integrity of the investigation, the alleged offender(s) to be removed from any environment where they could have further contact with the child(ren).

### Key steps:

- **Separate the alleged offender(s) and child(ren):** Event/program coordinator(s) to remove the alleged offender(s) from any role, setting, or activity where they may have contact with the child(ren) during the investigation. This is aimed at preventing further potential harm or interference.
- **Maintain confidentiality:** All involved to protect the identities of the child(ren) and alleged offender(s).
- **Support all involved parties:** The USGA-assigned minister(s) and event/program coordinator(s) to ensure the child(ren) and alleged offender(s) are free from any blaming or undue pressure, and provide necessary emotional support.

## 3. Reporting to Overseeing Entity

The incident should be reported to the overseeing USGA department or region.

### Key steps:

- **Notify overseers:** The USGA-assigned minister(s) and event/program coordinator(s) to inform the overseeing USGA department or region about the situation and actions taken.
- **Provide relevant documents:** The USGA-assigned minister(s) and event/program coordinator(s) to share reports, timelines, and documentation related to the suspected abuse or behavior.
- **Ensure compliance:** The USGA-assigned minister(s) and event/program coordinator(s) to follow mandated reporting laws and submit necessary information to authorities, if required by law.

#### 4. Investigation

An investigation should be initiated upon receiving the report.

##### Key steps:

- **Assign investigators:** Overseeing USGA department or region to assign investigating personnel.
- **Gather evidence:** The investigating personnel to collect initial witness statements, written reports, and physical evidence.
- **Interview parties:** The investigating personnel to conduct interviews with the child(ren), the alleged offender(s), and witnesses with appropriate safeguards in place. (In some states, interviews should be conducted by trained and vetted individuals.)
- **Maintain confidentiality:** The investigating personnel to ensure the investigation is discreet and all records are kept confidential to protect all parties' privacy.

#### 5. Debriefing and Communication

Once the investigation concludes, all involved parties should be informed of the findings and decisions while maintaining appropriate confidentiality.

##### Key steps:

- **Inform all involved parties:** The USGA-assigned minister(s) and event/program coordinator(s) to communicate the outcome to the child(ren)'s parents/guardians (on behalf of the child(ren)) and the alleged offender(s).
- **Provide support:** The USGA-assigned minister(s) and event/program coordinator(s) to offer spiritual and emotional support, through the church, to the child(ren) and family throughout the process.
- **Explain next steps:** If further action is needed, the USGA-assigned minister(s), event/program coordinator(s) or the investigating personnel, as appropriate, to inform relevant parties about what to expect moving forward.
- **Document outcomes:** The investigating personnel to prepare a final report that summarizes the investigation and decisions and share the final report with the overseeing USGA department or region.

## Appendix: Summary of Mandated Reporting Laws by State Where Churches Are Based

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                     | Can Delegate to Others?                                                                                                                                                                                        | What to Report?                                                                   | Report to Whom?                                                                                                                                                                                                                                                         | Reporting Procedure                                                                                                                                                                                                                                                                                                                                                                                                      | Remarks                                                                                                                                                                                                                                                                                                                                                               |
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| CA    | Administrators, employees, and regular volunteers of youth service organizations. A "regular volunteer" is defined as someone 18 years or older who has direct contact with, or supervision of, children for more than 16 hours per month or 32 hours per year. | No.<br><br>Each mandated reporter is individually responsible for making a report when they have knowledge of or observe a child whom they know or reasonably suspect has been the victim of abuse or neglect. | Any <b>suspected child abuse or neglect</b> involving a child under the age of 18 | <ul style="list-style-type: none"> <li>Police or sheriff's departments (not including school district police or security departments )</li> <li>County probation departments (if designated to receive mandated reports)</li> <li>County welfare departments</li> </ul> | <p><b>Immediate Action:</b><br/>Make an initial report by phone to a listed agency as soon as possible.</p> <p><b>Written Report:</b><br/>Submit a written follow-up report within 36 hours via mail, fax, or electronic transmission.<br/>The report should include details like the child's name, address, current location, and relevant information. Address the report to the California Department of Justice.</p> | <p>AB 506 also mandates that youth service organizations:</p> <ul style="list-style-type: none"> <li>Training: Ensure that all administrators, employees, and regular volunteers complete training in child abuse and neglect identification and reporting.</li> <li>Background Checks: Conduct background checks pursuant to Section 11105.3 of the Penal</li> </ul> |

| State     | Who Are Mandated Reporters?               | Can Delegate to Others? | What to Report?                                             | Report to Whom?                                                                           | Reporting Procedure                                                                       | Remarks                                                                                                                                                                                                                                                                                                                                                      |
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|           |                                           |                         |                                                             |                                                                                           |                                                                                           | <p>Code to identify and exclude individuals with a history of child abuse.</p> <ul style="list-style-type: none"> <li>• Policies and Procedures: Develop and implement child abuse prevention policies, including ensuring the presence of at least two mandated reporters during activities involving children, to the greatest extent possible.</li> </ul> |
| <b>WA</b> | Professionals required to report include: | No                      | Report any suspected or known child abuse or neglect, which | <p>Reports must be made to:</p> <ul style="list-style-type: none"> <li>• Child</li> </ul> | <p><b>Immediate Report:</b><br/>Report suspected abuse or neglect to CPS or local law</p> | <ul style="list-style-type: none"> <li>• Training: Many employers</li> </ul>                                                                                                                                                                                                                                                                                 |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                                                                                  | Can Delegate to Others? | What to Report?                                                                                                                                                                                                             | Report to Whom?                                                                                                                                                                                                                        | Reporting Procedure                                                                                                                                                                                                                                                                                                                               | Remarks                                                                                                                                                                                                                                                                                                             |
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|       | <ul style="list-style-type: none"> <li>Health care providers (doctors, nurses, psychologists)</li> <li>School personnel (teachers, counselors, administrators)</li> <li>Child care providers</li> <li>Social service counselors</li> <li>Law enforcement officers</li> <li>Clergy members (except for information gained in confessional settings)</li> <li>Adults residing in the same household</li> </ul> |                         | <p>includes:</p> <ul style="list-style-type: none"> <li>Physical abuse</li> <li>Sexual abuse or exploitation</li> <li>Neglect (e.g., failure to provide food, shelter, or care)</li> <li>Emotional abuse or harm</li> </ul> | <p>Protective Services (CPS) via the Department of Children, Youth, and Families (DCYF) at 1-866-END-HARM (1-866-363-4276).</p> <ul style="list-style-type: none"> <li>Law enforcement if the child is in immediate danger.</li> </ul> | <p>enforcement by phone as soon as identified.</p> <p><b>Details to Provide:</b></p> <ul style="list-style-type: none"> <li>Child's name, address, and age.</li> <li>Description of the suspected abuse/neglect.</li> <li>Parent/guardian's name and address (if known).</li> <li>Other relevant information to aid the investigation.</li> </ul> | <p>of mandated reporters provide training to recognize and report abuse.</p> <ul style="list-style-type: none"> <li>Immunity: Mandated reporters acting in good faith are protected from legal liability.</li> <li>Penalties for Non-Compliance: Failure to report can result in misdemeanor or charges.</li> </ul> |

| State     | Who Are Mandated Reporters?                                                                                                                                                                                                     | Can Delegate to Others? | What to Report?                                                                                                                                                             | Report to Whom?                                                        | Reporting Procedure                                                                                                                                                                                                    | Remarks                                                                                                                                                                                                                                                            |
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|           | as a child                                                                                                                                                                                                                      |                         |                                                                                                                                                                             |                                                                        |                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                    |
| <b>AZ</b> | Typically includes professionals such as teachers, doctors, social workers, police officers, and clergy. Arizona may also require certain volunteers or staff in organizations working with children to report suspected abuse. | No                      | Any suspected child abuse or neglect, including physical abuse, sexual abuse, emotional abuse, or neglect.                                                                  | Local law enforcement or the Arizona Department of Child Safety (DCS). | Immediate Report: Contact DCS or law enforcement by phone or through an online portal (if available).<br>Follow-Up: Some states may require a written report, though Arizona's specific rules would need confirmation. | Arizona also emphasizes protecting the reporter's identity in good faith. Mandatory reporter training and guidelines may vary by organization and role.                                                                                                            |
| <b>DC</b> | Professionals such as teachers, health care providers, social workers, law enforcement officers, child care workers, and any individual who regularly works with children.                                                      | No                      | Any reasonable suspicion or knowledge of abuse, neglect, or exploitation of a child. This includes physical abuse, sexual abuse, emotional abuse, neglect, and abandonment. | D.C. Child and Family Services Agency (CFSA) or law enforcement.       | Immediate Report: Call the D.C. CFSA hotline at (202) 671-SAFE (7233).<br>Follow-Up: A written report may be requested, detailing observations and the basis of the suspicion.                                         | D.C. law provides immunity to reporters acting in good faith. All residents of D.C., regardless of profession, are required to report suspected abuse, making D.C. a universal mandatory reporting jurisdiction. Failure to report can lead to legal consequences, |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Can Delegate to Others?                                                                                               | What to Report?                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Report to Whom?                                                                                                          | Reporting Procedure                           | Remarks                          |
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|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                          |                                               | including fines or imprisonment. |
| HI    | <p><b>Clergy</b> (ministers of a religious organization) or the <b>custodians of records</b> (of such organizations) are required to report child abuse/neglect if there is a substantial risk of such abuse that is <b>outside a penitential communication</b>.</p> <p><b>Penitential communication</b> is a communication that is intended to be confidential and made to a minister who is authorized or accustomed to hear those communications, and under the discipline, tenets, customs, or practices of the church</p> | No, mandated reporters must personally report suspected child abuse or neglect if they are not exempt from reporting. | <p>Mandated reporters should report "Child abuse or neglect", which includes:</p> <p>Acts or omissions by anyone related to, residing with, or otherwise responsible for the child, and whose action(s) cause serious risk of harm, or foreseeable risk of harm, to the physical or psychological health of a child under 18 years of age.</p> <p>Said abuse or neglect may include, but is not limited to, the following:</p> <p>(i) Substantial or multiple skin bruising or any other</p> | Mandated reporters shall report any reportable event to the <b>department of human services or the police department</b> | Mandated reporters shall report <b>orally</b> | N/A                              |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Can Delegate to Others? | What to Report?                                                                                                                                                                                                                                                                                                                                                                                                               | Report to Whom? | Reporting Procedure | Remarks |
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|       | <p>organization has a duty to keep those communications secret.</p> <p>NOTE: The aforementioned mandated reporters are <b>not</b> required to report information gained solely during a <b>penitential communication</b>, <u>except</u> when the minister believes that there <b>exists a substantial risk</b> that child abuse/neglect that is <b>especially heinous, atrocious, or cruel</b> may occur or has occurred. Such heinous, atrocious, or cruel acts include criminal abuse that is conscienceless or pitiless and unnecessarily torturous to the victim.</p> |                         | <p>internal bleeding;</p> <p>(ii) Any injury to skin causing substantial bleeding;</p> <p>(iii) Malnutrition;</p> <p>(iv) Failure to thrive;</p> <p>(v) Burn or burns;</p> <p>(vi) Poisoning;</p> <p>(vii) Fracture of any bone;</p> <p>(viii) Subdural hematoma;</p> <p>(ix) Soft tissue swelling;</p> <p>(x) Extreme pain;</p> <p>(xi) Extreme mental distress;</p> <p>(xii) Gross degradation; or</p> <p>(xiii) Death;</p> |                 |                     |         |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                                            | Can Delegate to Others?                                                                                                                                                                                                                                                                                                                   | What to Report?                                                                                                                                                                                                                                                                                                                                            | Report to Whom?                                                                                                                                                                                                                                          | Reporting Procedure                                                                                                                                                                                                                                                                                         | Remarks |
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|       |                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                           | in combination with a situation when such injury/death is not justifiably explained, or when the history given concerning such condition or death does not seem to be an accidental occurrence.                                                                                                                                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                             |         |
| CO    | <p>A <b>clergy member</b> (duly ordained minister of a church) who reasonably knows or suspects a child has been subjected to abuse or neglect or who has observed circumstances or conditions that would result in such abuse or neglect shall report such abuse <b><i>unless the minister comes to know of such abuse or neglect during a privileged and</i></b></p> | <p>No, mandated reporters must personally report suspected child abuse or neglect if they are not exempt from reporting.</p> <p>NOTE: Clergy are exempt from reporting when the minister reasonably acquires knowledge or suspicion that a child has been subjected to <b>abuse or neglect during a confidential communication in</b></p> | <p>Mandated reporters should report "abuse or neglect", which means an act or omission that threatens the health or welfare of a child, including: physical and emotional abuse, neglect, unlawful sexual behavior with a child, and abandonment.</p> <p>Abuse and neglect shall not include: The reasonable exercise of parental discipline, which is</p> | <p>Mandated reporters should report the facts of "abuse and neglect" of any child <b>to the county department, the local law enforcement agency, or through the child abuse reporting hotline system</b></p> <p>[Current Hotline Tel: 844-CO-4-KIDS]</p> | <p>The report should be made <b>immediately</b> to the <b>county department, the local law enforcement agency, or through the child abuse reporting hotline system</b></p> <p>Depending on the incident, you may be asked to follow up immediately with a written report or to contact law enforcement.</p> | N/A     |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                               | Can Delegate to Others?                                                                                                                                            | What to Report?                                                                                                                                                                              | Report to Whom? | Reporting Procedure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Remarks |
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|       | <p><b>confidential communication with a confessed perpetrator.</b></p> <p>NOTE: If the minister also reasonably acquires knowledge of child abuse or neglect from a source other than such confidential communications with a minister, the <b>minister shall still report said abuse or neglect.</b></p> | <p><b>the minister's professional capacity</b> as a minister, carrying out ministerial duties as expected by the religious body to which the minister belongs.</p> | <p>not considered abuse.</p> <p>Refusing an immunization on the grounds of medical, religious, or personal belief considerations does not constitute child abuse or neglect by a parent.</p> |                 | <p>If an oral report needs to be <b>followed by a written report</b>, the written report may include the following information:</p> <p>(a) The name, address, age, sex, and race of the child;</p> <p>(b) The name and address of the person responsible for the suspected abuse or neglect;</p> <p>(c) The nature and extent of the child's injuries, including any evidence of previous cases of known or suspected abuse or neglect of the child or the child's siblings;</p> <p>(d) The names and addresses of the persons responsible for the suspected abuse or neglect, if</p> |         |

| State | Who Are Mandated Reporters? | Can Delegate to Others? | What to Report? | Report to Whom? | Reporting Procedure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Remarks |
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|       |                             |                         |                 |                 | <p>known;</p> <p>(e) The family composition;</p> <p>(f) The source of the report and the name, address, and occupation of the person making the report;</p> <p>(g) Any action taken by the reporting source;</p> <p>(h) Any other information that the person making the report believes may be helpful in furthering the purposes of this part 3;</p> <p>(i) The military affiliation of the individual who has custody or control of the child who is the subject of the investigation of child abuse or neglect, if</p> |         |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                            | Can Delegate to Others?                                                                                               | What to Report?                                                                                                                                                                                                                                                                               | Report to Whom?                                                                                                                                                                                                                                                                                         | Reporting Procedure                                                                                                                                                                                                                                                                                     | Remarks |
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|       |                                                                                                                                                                                                                                                                                                        |                                                                                                                       |                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                         | such individual is a member of the armed forces or a spouse, or a significant other, or family member residing in the home of the member of the armed forces. If this applies, this information shall be shared with the appropriate military installation authorities.                                 |         |
| GA    | <p><b>Clergy</b> (a minister of a bona fide religious organization) are not required to report child abuse reported within the context of confession or other similar confidential communication under church doctrine or practice.</p> <p>NOTE: <b>When a minister receives information about</b></p> | No, mandated reporters must personally report suspected child abuse or neglect if they are not exempt from reporting. | <p>Ministers should report when they have <b>reasonable cause to believe that suspected child abuse has occurred</b>, which includes:</p> <p>(A) Physical injury or death inflicted upon a child by a parent, guardian, legal custodian, or other person responsible for the care of such</p> | An <b>oral report or a written report by electronic submission or facsimile</b> shall be made <b>immediately</b> , but in <b>no case later than 24 hours from the time there is reasonable cause to believe that suspected child abuse has occurred</b> , to the <b>Division of Family and Children</b> | An <b>oral report or a written report by electronic submission or facsimile</b> shall be made <b>immediately</b> , but in <b>no case later than 24 hours from the time there is reasonable cause to believe that suspected child abuse has occurred</b> , to the <b>Division of Family and Children</b> | N/A     |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                  | Can Delegate to Others? | What to Report?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Report to Whom?                                                                                                                   | Reporting Procedure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Remarks |
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|       | <p><b>child abuse from any other source, the minister <i>shall still comply with legal reporting requirements</i>, even though the minister may have also received a report of child abuse from a perpetrator's confession of abuse to the minister.</b></p> |                         | <p>child by other than accidental means; provided, however, that physical forms of discipline may be used as long as there is no physical injury to the child;</p> <p>(B) Neglect of a child by a parent, guardian, legal custodian, or other person responsible for the care of such child;</p> <p>(C) Emotional abuse of a child;</p> <p>(D) Sexual abuse or sexual exploitation of a child;</p> <p>(E) Prenatal abuse of a child by a parent;</p> <p>(F) An act or failure to act that presents an imminent risk of serious harm to the child's physical, mental, or emotional</p> | <p><b>Services of the Department of Human Services</b> and/or to an appropriate <b>police authority or district attorney.</b></p> | <p><b>Services of the Department of Human Services</b> and/or to an appropriate <b>police authority or district attorney.</b></p> <p>When a report is being made by electronic submission or facsimile to the Division of Family and Children Services of the Department of Human Services. Please check the website for more details on the procedure.</p> <p>Oral reports shall be followed by a later report in writing, if requested, or to an appropriate police authority or district attorney.</p> <p>Such written reports shall be provided to</p> |         |

| State     | Who Are Mandated Reporters?                                   | Can Delegate to Others?                                                                                                                                                                                                                                     | What to Report?                                                      | Report to Whom?                                                                                                                                                                                      | Reporting Procedure                                                                                                                                                                                                                                                                                                                                                           | Remarks                                                     |
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|           |                                                               |                                                                                                                                                                                                                                                             | health; or<br><br>(G) Trafficking a child for labor servitude.       |                                                                                                                                                                                                      | military law enforcement, if the situation is applicable. Please check with an attorney to confirm if it is.                                                                                                                                                                                                                                                                  |                                                             |
| <b>TX</b> | Everyone                                                      | No if the person falls within certain categories deemed to be a “professional,” defined as someone who is or works at a facility that is licensed/certified, and under scope of license, has direct contact with children (e.g., teachers, nurses, doctors) | Any reasonable cause to believe a child has been abused or neglected | Texas Dept of Family and Protective Services (DFPS) by:<br>phone @ 800-252-5400 or<br>Online @ <a href="#">Texas Abuse Hotline External Link</a><br><br>Or any local or state law enforcement agency | Immediate report with reporter’s belief re abuse/neglect.<br><br>Reporter may also be asked to provide:<br>(1) name and address of child;<br>(2) name and address of person responsible for the care, custody, or welfare of child;<br>(3) facts that caused the reporter’s belief of abuse/neglect and any other information;<br>(4) reporter’s name, phone number, address. | Persons making good faith report are immune from liability. |
| <b>IL</b> | Member of clergy, or Director or staff assistant of a nursery | Yes, if 2 or more people work in the same place and are                                                                                                                                                                                                     | Name and address of the child and his parents/guardian,              | Illinois Department of Family Services - Phone                                                                                                                                                       | Immediately report when mandated reporter has                                                                                                                                                                                                                                                                                                                                 | Mandated reporters must complete an initial mandated        |

| State     | Who Are Mandated Reporters?                                                                                                                                                                                                                     | Can Delegate to Others?                                                                                                                                                                                                                                                    | What to Report?                                                                                                                   | Report to Whom?                                                                                                                                                                                                                                                                     | Reporting Procedure                                                                                                                                                                                                                                                                       | Remarks                                                                                                                                                      |
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|           | school or a child care day center, including where the mandated reporter is affiliated with a regularly established church or religious organization that is directly responsible for the care, supervision, guidance, or training of the child | required to report and share a reasonable cause that about the child abuse/neglect.<br><br>If delegated, the reporter must provide name and contact info of other mandated reporter(s) and confirm to other mandated reporter(s) that report has been made within 48 hours | child's age, child's condition including any evidence of previous injuries or disabilities; and any other helpful information     | (800-25-ABUSE or 800-252-2873 or TTY 800-258-5117) or in person or via telephone to the nearest DFS office<br><br>And to the person in charge of the church, religious institution                                                                                                  | reasonable cause to believe that a child known to them in their professional or official capacities may be an abused child or a neglected child.<br><br>All reports must be confirmed in writing to the appropriate Child Protective Services Unit within 48 hours of the initial report. | reporter training within 3 months of their date of engagement in that role, and at least every 3 years thereafter.<br><br>Clergy can claim clergy privilege. |
| <b>NY</b> | Director of a children's overnight camp, summer day camp or traveling summer day camp (defined to include any overnight events with persons under the age of 18 under general supervision)                                                      | Yes to the designated agent of the facility - only one report is needed.                                                                                                                                                                                                   | Name, title, contact information for every staff member who is believed to have direct knowledge of the allegations in the report | Initial reports must be made via telephone to 800-342-3720, if deaf or hard of hearing: TTY 800-638-5163 or Video Relay Services 800-342-3720<br><br>911 if the child is in immediate danger<br><br>Signed, written <a href="#">Report of Suspected Child Abuse or Maltreatment</a> | If staff, they must immediately report and also notify the person in charge of the facility, and the person in charge of the designated agent shall be responsible for all subsequent administration required by the report.                                                              | If willing and knowing failure to report, mandated reporters may face civil liability if failure to report causes damage.                                    |

| State     | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                   | Can Delegate to Others? | What to Report?                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Report to Whom?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Reporting Procedure                                                                                       | Remarks                                                                             |
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|           |                                                                                                                                                                                                                                                                                                                                               |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <a href="#">(LDSS-2221A)</a> must be sent to the local child protective services within 48 hours of an oral report.                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                           |                                                                                     |
| <b>PA</b> | <p>Clergymen, ministers, spiritual leaders of any regularly established church or other religious organization</p> <p>Individuals, including volunteers, who given their role, is an integral part of a regularly scheduled program, activity, or service, and is responsible for the child's welfare or has direct contact with children</p> | No                      | Names and addresses of the child and the parents/guardians; Where the suspected abuse occurred; Age and sex of the subjects of the report; Nature and extent of the suspected child abuse (including any evidence of prior abuse); Name and relationship of the person(s) responsible for causing the suspected abuse and any evidence of prior abuse by that person(s); Family composition; Source of the report; Name, telephone number, and email address of person making the | <p>Pennsylvania Department of Public Welfare at 1-800-932-0313 either electronically at <a href="http://www.compass.state.pa.us/cwis">www.compass.state.pa.us/cwis</a> or by calling 1-800-932-0313.</p> <p>Oral report must be followed by a written report within 48 hours of the oral report.</p> <p>If reporting as a member of staff, after reporting to the Department, shall immediately thereafter notify the person in charge of the facility or the designated agent of the person in charge.</p> | Immediate report when a reporter has reasonable cause to suspect that a child is a victim of child abuse. | There could be criminal penalties if a mandated reporter willfully fails to report. |

| State     | Who Are Mandated Reporters?                                                                                          | Can Delegate to Others?    | What to Report?                                                                       | Report to Whom?                                                                                   | Reporting Procedure                                                                                                                                                        | Remarks                                                                                                                                                                                                                                                                                                                                                                                                                    |
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|           |                                                                                                                      |                            | report; Actions taken by the reporting source; Any other information required by law. |                                                                                                   |                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>NJ</b> | Any person who has a reasonable belief that a child has been subjected to child abuse, including sexual or physical. | Cannot delegate to others. | Any belief of child abuse, including physical or sexual.                              | Report immediately to the Division of Child Protection and Permanency by telephone or in writing. | If possible, report shall include name and address of abused child and parent or guardian of abused child, nature of abuse, and any other information that may be helpful. | <p>Any person who reports in good faith shall have immunity from civil or criminal liability.</p> <p>A person who reports in good faith and is discharged or discriminated as a result of the reporting can bring legal action against the entity who wrongfully discharged or discriminated.</p> <p>A person who fails to report is considered a disorderly person and may be guilty of a crime to the fourth degree.</p> |
| <b>MA</b> | Physicians or any medical personnel                                                                                  | Member of institution or   | Any child abuse, including physical,                                                  | Report to the Department of                                                                       | Make an oral report to DCF, followed by a                                                                                                                                  | Any mandated reporter who fails to                                                                                                                                                                                                                                                                                                                                                                                         |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Can Delegate to Others?                                                                                                                                                                    | What to Report?                                                                  | Report to Whom?                     | Reporting Procedure                                   | Remarks                                                                                                                                                                                                                                                                                                                                         |
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|       | <p>who conducts examinations.</p> <p>Educational teachers, administrators or guidance or family counselors.</p> <p>Preschool, daycare, or afterschool staff members.</p> <p>Socials workers, foster parents, probation officers, clerks and magistrates of courts, and parole officers.</p> <p>Firefighters and police officers</p> <p>Clergy members, including ordained or licensed leaders of any church or religious body, persons performing official duties on behalf of a church or religious body, or persons employed by a religious body to</p> | <p>organization shall notify the person in charge who shall then report the child abuse. If person in charge does not report child abuse, said member can bypass the person in charge.</p> | <p>mental, or sexual abuse. This includes any incidents of neglect or death.</p> | <p>Children and Families. (DCF)</p> | <p>written report within 48 hours of oral report.</p> | <p>make a report based on reasonable suspicion, may be fined up to \$1,000 or up to \$5,000 if serious injuries result and up to 2 ½ years of imprisonment. Any person who makes a frivolous report may be fined up to \$2,000 for the first offense, up to 6 months in jail for a second offense, and up to 2 ½ years for a third offense.</p> |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                    | Can Delegate to Others? | What to Report?                                                                                                                                                            | Report to Whom?                 | Reporting Procedure                                                                                                                                                                                                                                                 | Remarks                                                                                                                                                                                                                                 |
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|       | <p>supervise, educate, coach, train or counsel a child on a regular basis.</p> <p>The Child Advocate</p>                                                                                                                                                                                                                                       |                         |                                                                                                                                                                            |                                 |                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                         |
| FL    | <ul style="list-style-type: none"> <li>Physicians, osteopaths, medical examiners, chiropractors, nurses, or hospital personnel</li> <li>Physicians, osteopaths, medical examiners, chiropractors, nurses, or hospital personnel</li> <li>Other health-care or mental health professionals</li> <li>Practitioners who rely solely on</li> </ul> | Can not delegate        | <p>Know of or have reasonable suspicion of:</p> <ul style="list-style-type: none"> <li>Child abuse, abandonment, or neglect by a parent, guardian, or caregiver</li> </ul> | Report to central abuse hotline | <p>Reports can be made by email, fax, or telephone. Reports should include details of the incident, such as who was involved, what occurred, why it happened, extent of injuries sustained, what the victim said happened, and any other pertinent information.</p> | <p>Only the attorney-client and clergy-penitent privileges are permitted.</p> <p>Appears that only religious institutions that rely solely on prayer for healing are mandated reporters as opposed to other religious institutions.</p> |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                                                                                 | Can Delegate to Others? | What to Report?                                                       | Report to Whom?                                                               | Reporting Procedure                                                                     | Remarks                                                                                 |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
|       | spiritual means for healing<br><ul style="list-style-type: none"> <li>• Teachers or other school officials or personnel</li> <li>• Social workers, daycare center workers, or other professional child care, foster care, residential, or institutional workers</li> <li>• Law enforcement officers or judges</li> <li>• Animal control officers</li> </ul> |                         |                                                                       |                                                                               |                                                                                         |                                                                                         |
| NC    | <ul style="list-style-type: none"> <li>• Physicians and hospitals must report to law</li> </ul>                                                                                                                                                                                                                                                             | Can not delegate        | Reasonable cause to believe that a child has been abused or neglected | Report should be made to the Director of County Department of Social Services | Reports shall include pertinent information such as name and address of child, name and | Failure to report or preventing one from reporting is subject to a Class 1 misdemeanor. |

| State | Who Are Mandated Reporters?                                                                                                                                                                                                                                                                     | Can Delegate to Others? | What to Report? | Report to Whom? | Reporting Procedure                                                                                                                                          | Remarks                                        |
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|       | <p>enforcement certain kinds of wounds, injuries or illnesses.</p> <ul style="list-style-type: none"> <li>• School principals</li> <li>• Photo processors or computer technicians</li> <li>• Everyone has a duty to report in cases where there is suspected child abuse or neglect.</li> </ul> |                         |                 |                 | <p>address of parent or caretaker, age of the child, present whereabouts of the child, nature and extent of injuries, and any other helpful information.</p> | <p>Only attorney-client privilege applies.</p> |