

# Abuse and Neglect Reporting Form



## **Mandatory Reporting**

Everyone has a responsibility to report abuse or neglect. State law requires any person who has a reason to believe that a child or vulnerable adult has been abused or neglected to report their concerns to the Abuse and Neglect Hotline at: 800-652-1999.

In Nebraska, everyone is a mandatory reporter. This means physicians, medical institutions, nurses, school employees, social workers or any other person who has reasonable cause to believe that a child or vulnerable adult has been subjected to abuse or neglect, or observes such child or vulnerable adult being subjected to conditions or circumstances which reasonably would result in abuse or neglect are required by law to make a report to the Abuse and Neglect Hotline and/or Law Enforcement (if an emergency exists). (*Nebraska Revised Statute 28-711*)

In Nebraska, failure to report child or vulnerable adult abuse/neglect is a Class III misdemeanor, which carries a maximum sentence of three months' imprisonment, a \$500 fine, or both.

## **Definitions of Child or Vulnerable Adult Abuse and Child or Vulnerable Adult Neglect (Nebraska Department of Health and Human Services):**

**Physical abuse:** Non-accidental physical injury (ranging from minor bruises to severe fractures or death) as a result of punching, beating, kicking, biting, shaking, throwing, stabbing, choking, hitting, burning or otherwise harming a child or vulnerable adult, that is inflicted by a parent, caregiver or other person who has responsibility for the child or vulnerable adult. Such injury is considered abuse regardless of whether the caregiver intended to hurt the child or vulnerable adult.

Physical discipline, such as spanking, is not considered abuse as long as it is reasonable and causes no bodily injury to the child or vulnerable adult. Non-accidental injury that is caused by someone other than a parent, guardian, relative or other caregiver, such as a stranger, is considered a criminal act that is not addressed by child or vulnerable adult protective services.

**Neglect:** The failure of a parent, guardian or other caregiver to provide for a child or vulnerable adult's basic needs. Neglect may be physical, medical, educational, or emotional.

**Domestic Violence:** Children or vulnerable adults are exposed to domestic violence and are harmed by the experience and suffer consequences ranging from hyper-vigilance to problem with concentration and emotional regulation.

**Abandonment as Neglect:** In general, a child or vulnerable adult is considered to be abandoned when the parent's identity or whereabouts are unknown, the child or vulnerable adult has been left alone in circumstances where the child or vulnerable adult suffers serious harm, or the parent has failed to maintain contact with the child or vulnerable adult or provide reasonable support.

**Substance Abuse as Abuse or Neglect:** Prenatal exposure of a child to harm due to the mother's use of an illegal drug or other substance; manufacture of methamphetamine in the presence of a child; and selling, distributing or giving illegal drugs or alcohol to a child.

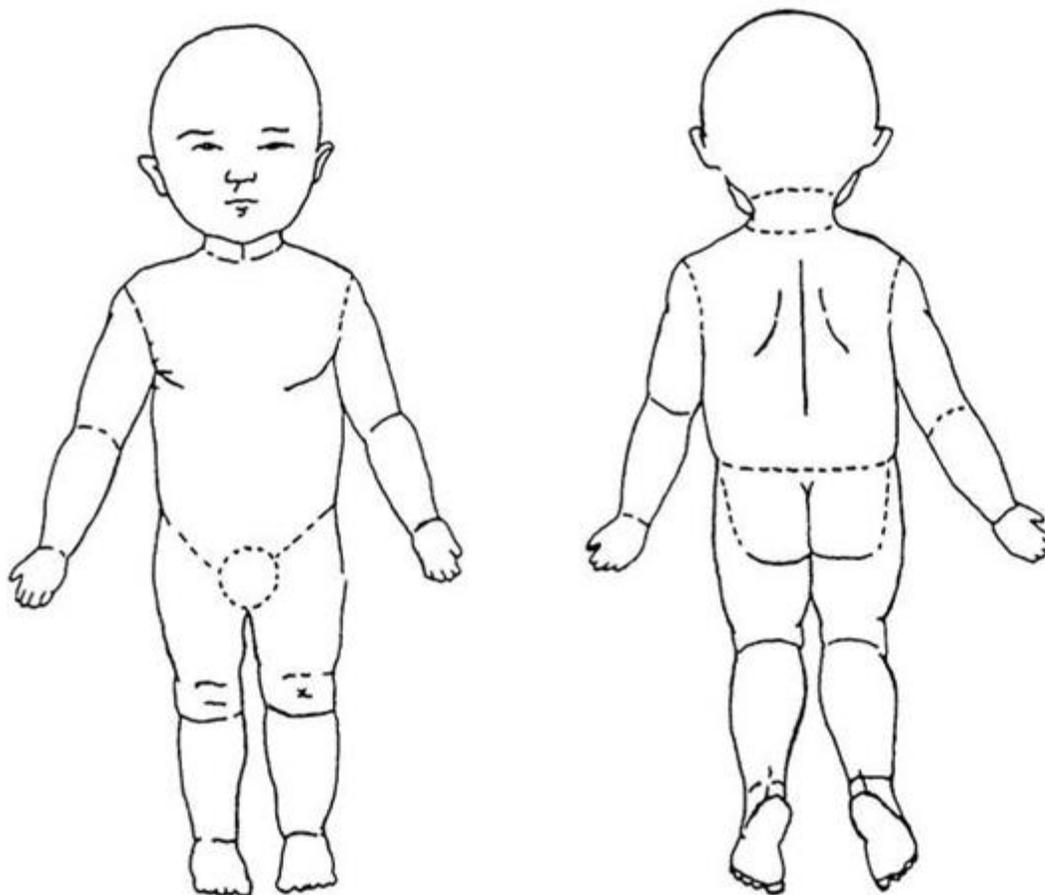
**Sexual Abuse:** The employment, use, persuasion, inducement, enticement or coercion of any child or vulnerable adult to engage in, or assist any other person to engage in, any sexually explicit conduct or simulation of such conduct for the purpose of producing a visual depiction of such conduct; or the rape, and in cases of caretaker or inter-familial relationships, statutory rape, molestation, prostitution, or other form of sexual exploitation of child or vulnerable adult, or incest with child or vulnerable adult.

**Emotional abuse:** A behavior that harms a child or vulnerable adult's emotional development or sense of self-worth.

### **Completing the Abuse and Neglect Reporting Form**

1. Purpose: To provide guidance on circumstances when abuse may be reported and how to report.
2. Requirements: When any person has reasonable cause to believe that a person is being subjected to conditions which would result in neglect or abuse, he/she is required to report such incident. (Neb. Rev. Statutes: 28-710 to 27-727)
3. How to report: The reported abuse/neglect should be made orally by telephone to the Nebraska Abuse and Neglect Hot-Line 800-652-1999. The following information may be requested and should be available:
  - a. Address and age of the abused or neglected person
  - b. Address of the person having custody of the abused or neglected person
  - c. Nature and extent of the abuse or neglect, or the conditions and circumstances which would reasonably result in such abuse or neglect
  - d. Any evidence of previous abuse or neglect including the nature and extent
4. Immunity for person making report: Any person making a report of an individual being subjected to abuse or neglect is immune from any civil or criminal liability that might be otherwise incurred or imposed except for maliciously false statements. (Neb. Rev. Statute: 28-716)

**Please complete the following visual to demonstrate bodily harm  
(if any) which you may have witnessed.**



# Abuse and Neglect Reporting Form

<b>Primary Reporter:</b>  <b>Primary Reporter Position:</b>  <b>Secondary Reporter:</b>  <b>Secondary Reporter Position:</b>  <b>Report Location:</b>	To report: Call the Abuse and Neglect Hotline 1-800-652-1999	<b>How to Complete the Abuse and Neglect Form</b>  1) Call CPS to report the abuse (also Law Enforcement if it's an emergency) 2) Complete, Save and Print form 3) Primary Reporter Sign Form 4) Secondary Reporter Sign Form (if applicable) 5) Provide a copy (with visual attached; if applicable) in an envelope to your ESU 13 Director. 6) Administrators will provide information to districts.
	<u>Report of Suspected (check all that apply)</u>  <b>Child or Vulnerable Adult Sexual Abuse</b>  <b>Child or Vulnerable Adult Physical Abuse</b>  <b>Child or Vulnerable Adult Neglect</b>	

*Please respond to each item even if your reply is "unknown" or "none"*

**Name of Child or Vulnerable Adult/Adult:**

**Date of Birth:**

**Home Address:**

**Name of Parent, Legal Guardian or Custodian:**

**Address or Phone Number:**

**County of Residence:**

**Current Location of Alleged Victim:**

**Name of Suspected Abuser:**

**Address and Phone Number (if known):**

Indicators of Physical Abuse, Sexual Abuse, or Neglect
Describe how you became aware of the situation which led to the suspicion that the child or vulnerable adult or adult may be a victim of abuse or neglect. Include information regarding the nature and extent of the current injuries and perceived motive or intent of the alleged perpetrator to cause harm.
Provide information concerning previous injuries or conditions of abuse or neglect to this child or vulnerable adult or adult, including previous involvement with CPS.
If applicable, also provide information on prior knowledge or history of similar acts in nature alleged perpetrator has committed against the child or vulnerable adult or adult or any others.

Primary Reporter Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Secondary Reporter Signature: \_\_\_\_\_

Date: \_\_\_\_\_