

### School Based Clinic Policy

School based clinic employees are mandatory reporters and are required by law as mandatory reporters to report any abuse (physical, sexual or emotional) neglect or maltreatment of minors (MN Statute 626.556).

(<https://www.revisor.mn.gov/statutes/?id=626.556&format=pdf>)

#### **Definitions:** Types of Reportable Child Abuse and Maltreatment

- *Physical Abuse* is when a parent, guardian or other person responsible for the child's care hurts a child, causing any physical injury, other than by accident.
- *Sexual abuse* is criminal sexual conduct with a child by a person responsible for the child's care or by a person who has a significant relationship to the child. Also violation of prostitution laws involving a minor and/or use of a minor in sexual performance.
- *Emotional abuse or maltreatment* is the consistent or deliberate infliction of mental harm on a child by a person responsible for the child's care where there is an observable, sustained, adverse effect on the child's physical, mental or emotional development.
- *Neglect* is continued failure by parents or caretakers to provide a child with needed care or protection. Usually, this is the failure to supply the child with necessary food, clothing, shelter, medical or mental health care, education or appropriate supervision, protect the child from conditions or actions that endanger the child or take steps to make certain the child is educated according to the law.

### School Based Clinic Procedure

1. SBC staff members have the responsibility as a mandated reporter of abuse/neglect to be aware of the requirements of the state law.
2. SBC staff members are required to report all situations that they believe in good faith to involve harm or potential harm to a minor, without regard for opinions or the likely outcome of such a report.
3. If there is immediate danger call 911. ( Contact the School's main office when school operating to call 911)
4. Discuss mandatory reporting and limits of confidentiality with all clients before any appointment. If a client discloses abuse, it is important to explain the process of mandatory reporting to the client and involve the client as he/she desires in the process or as appropriate.
5. Any alleged abuse, maltreatment or neglect of a minor committed by a parent or guardian (person responsible for minors care, is in a position of authority or has significant relationship with the minor) within the past 3 years is reportable. The provider who first heard of potential abuse/neglect has the responsibility to report.
6. To report suspected abuse or neglect, call the Hennepin County Child Protection Reporting Line at 612-348-3552-Option 1. The reporting line is answered 24 hours a day every day. The report must be made orally within 24 hours of learning of alleged abuse and followed up with a written report within 72 hours.
7. Key information required in report includes: your name and contact information, your relationship to child, where the child is and if in immediate danger, description of what occurred and if injuries, names and addresses of child and parents/guardian, report of any witnesses and additional information you have about child or family that may be helpful.

8. It is not always clear if a situation is reportable under the law. Contact the Hennepin County Child Protection Reporting Line and a screener will assist you (612-348-3552-Option 1).
9. If the client or other students in school are in any immediate risk, notify school principal and /or building police liaison.
10. SBC mental health counselor at your clinic and/or your SBC supervisor can be consulted as resource.
11. Document situation and report in EHR. Do not save information on computer or paper format. Printed reports should be scanned into client's Next Gen record and then shredded.
12. Inform your supervisor and site leads of all reports.

### Resources:

#### **Hennepin County Child Protection**

**Services:** <http://www.hennepin.us/portal/site/HennepinUS/menuitem.b1ab75471750e40fa01dfb47ccf06498/?vgnnextoid=f377073467a44210VgnVCM10000049114689RCRD>

#### **Hennepin County Suspected Child Maltreatment**

**Report:** [http://www.hennepin.us/files/HennepinUS/HSPHD/Childrens%20Assessment%20and%20Crisis%20Services/Child%20Protection/CF1326\\_1-0.pdf](http://www.hennepin.us/files/HennepinUS/HSPHD/Childrens%20Assessment%20and%20Crisis%20Services/Child%20Protection/CF1326_1-0.pdf)

#### **MN DHS Reporting Child Abuse and Neglect: A Resource Guide for Mandated**

**Reporters:** <http://www.archspm.org/uls/resources/child-abuse-neglect-reporting-reference-guide-2013-04.pdf>

#### **Consent and Confidentiality: Legal Guidelines for**

**Professionals:** [http://www.hcmc.org/cs/groups/public/documents/webcontent/hcmc\\_p\\_050277.pdf](http://www.hcmc.org/cs/groups/public/documents/webcontent/hcmc_p_050277.pdf)