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## #034- Mandatory Reporting

### I. POLICY

**For Children:** According to Wisconsin Statute 48.981(2), Wraparound Milwaukee/REACH/CCS/Youth Connect Care Coordinators, FISS Case Managers, Providers, and Administration Staff are considered to be Mandatory Reporters. If the Care Coordinator/Case Manager/Provider/Administration Staff "has reasonable cause to suspect (*either through observation, child's self report or other parties' report*) that a child seen by the person in the course of professional duties has been abused or neglected or who has reason to believe that a child seen by the person in the course of professional duties has been threatened with abuse or neglect and that abuse or neglect of the child will occur" shall report that immediately to the Division of Milwaukee Child Protective Services (414-220-SAFE) (see references – *Mandated Reporting for Child Abuse & Neglect; WI Statute 48.981(2) Children's Code*).

**For Adult At Risk:** According to Wisconsin Statute 55.043, Wraparound Milwaukee/REACH/CCS/Youth Connect Care Coordinators, FISS Case Managers, Providers, and Administration Staff are considered to be Mandatory Reporters for adult abuse & neglect. An adult at risk is any adult, 18 and older, who has a physical or mental condition that **substantially** impairs his or her ability to care for his or her own needs, and who has experienced, is experiencing, or is at risk of experiencing abuse, neglect, self-neglect, or financial exploitation (see references- *Mandatory Reporting of Elder/Adult At-Risk Abuse & Neglect; WI Statute 55.043*). According the WI Statute 55.043, reporting occurs when the person has reasonable cause to believe that any of the following situations exist:

- The adult at risk is at imminent risk of serious bodily harm, death, sexual assault, or significant property loss and is unable to make an informed judgment about whether to report the risk.
- An adult at risk other than the subject of the report is at risk of serious bodily harm, death, sexual assault, or significant property loss inflicted by a suspected perpetrator.

- Additionally, mandatory reporters must report if an adult at risk asks them to do so.

The following are some exceptions to reporting according to Wisconsin Statute 55.043:

- If a mandatory reporter believes that filing a report would not be in the best interest of the elder/adult at risk, they do not have to report. However, the reporter must document the reasons for this belief in the elder or adult's case file.
- In addition, a health care provider need not report if he or she provides treatment by spiritual means through prayer for healing in lieu of medical care in accordance with his or her religious tradition and his or her communications with patients are required by his or her religious denomination to be held confidential.

## II. PROCEDURE

- A. The Care Coordinator/Case Manager/Provider/Administration Staff must discuss their role as a Mandatory Reporter with all enrollees and families upon enrollment.
- B. **For Children:** The Care Coordinator/Case Manager/Provider/Administration Staff must report suspected, reported or observed neglect and/or physical, sexual and emotional abuse of a minor by calling 414-220-SAFE(7233) and the police immediately.
- C. **For Adult At Risk:** The Care Coordinator/Case Manager/Provider/Administration Staff must report suspected, reported, or observed neglect, physical and/or emotional abuse, financial exploitation and/or unable to care for self for those over the age of 18 to Milwaukee County Adult Protective Services by calling 414-289-6660 per the guidelines set forth above in the Policy section.
- D. The Care Coordinator/Case Manager/Provider/Administration Staff must report suspected, reported or observed abuse that occurs in any setting (i.e., home, treatment foster care, group care, residential, school or community) even if that agency/facility indicates they have reported the incident or are investigating it.
- E. The Care Coordinator/Case Manager/Provider/Administration Staff should inform the family of his/her intention to make a referral as soon as possible. The Care Coordinator/Case Manager should explain the process and potential investigation to the family.
- F. The Care Coordinator/Case Manager/Provider/Administration Staff must complete and submit a Critical Incident Report form, in accordance with Children's Mental Health Services and Wraparound Milwaukee Policy #014 - Critical and Serious Incident Reporting (when abuse has been reported or observed), as well document the activities in a Progress Note or Provider Note.

## III. REFERENCES

1. Mandated Reporting for Child Abuse and Neglect: <https://dcf.wisconsin.gov/cps/mandatedreporters>
2. WI Statute 48.981(2) Children's Code: <https://docs.legis.wisconsin.gov/statutes/statutes/48>
3. WI Mandated Reporter Online Training: <http://wcwpds.wisc.edu/mandatedreporter/>
4. WI Mandatory Reporting of Elder/Adult At-Risk Abuse & Neglect: [https://www.wcasa.org/wp-content/uploads/2020/01/EAR-AAR-Reporting\\_Infosheet2019.pdf](https://www.wcasa.org/wp-content/uploads/2020/01/EAR-AAR-Reporting_Infosheet2019.pdf)

## Approval Signatures

Step Description	Approver	Date
	Michael Lappen: BHD Administrator	8/16/2022
	Brian McBride: ExDir2 – Program Administrator	8/16/2022
	Dana James: Integrated Services Manager- Quality Assurance	8/12/2022
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