

NOTIFICATION OF SUSPECTED CHILD ABUSE  
 ChildLine # 1-800-932-0313  
 Midwestern Intermediate Unit IV

|                   |                        |          |  |
|-------------------|------------------------|----------|--|
| Student:          | DOB:                   | Age:     |  |
| Parents:          | Phone:                 |          |  |
| Address:          | District of Residence: |          |  |
|                   |                        | Teacher: |  |
| Program Location: |                        |          |  |

1. Do not investigate, simply report
2. Resist interviewing the student; defer interviews to the appropriate authority
3. Under NO circumstances are MIU IV staff to photograph the student
4. Briefly describe the situation and/or condition of the child

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**Procedures:**

| #  | Date | Time | Description  |
|----|------|------|--|
| 1. |      |      | <b>Mandated Reporter must call ChildLine (1-800-932-0313) or report online at <a href="http://www.compass.state.pa.us/cwis">www.compass.state.pa.us/cwis</a> immediately in accordance with §6313 if under age 18. <u>Age 18 or older</u>, Contact Local Area Agency: 724-662-6222 (Mercer County) or 724-282-3008 (Butler County) or 724-658-3729 (Lawrence County)</b> |
| 2. |      |      | <b>Mandated Reporter notifies the Building Administrator</b><br>*If no Principal is available, proceed to step 3   |
| 3. |      |      | <b>Mandated Reporter notifies MIU IV Program Supervisor or MIU IV Coordinator of Educational Services</b><br>*if MIU IV Administrator is not available, contact MIU IV Director of Special Education<br>*if MIU IV Director of Special Education is not available, contact MIU IV Executive Director   |
| 4. |      |      | <b>Mandated Reporter notifies MIU IV School Social Worker (not applicable for Nonpublic) Bryda Drumm 724-458-6700 x1218</b>  |
| 5. |      |      | <b>Mandated Reporter completes the CY47, <u>IF</u> reported online you can skip this step (#5)</b><br>*person reporting to ChildLine completes the CY47 and faxes to County CYS where alleged abuse occurs (Butler Co CYS 724-284-1433) (Lawrence Co CYS 724-658-5503) (Mercer County CYS 724-662-0676)  |
| 6. |      |      | <b>Mandated Reporter faxes the CY47 form and this Notification form to MIU IV Program Administrator. <u>IF</u> completed online, please print the form and fax to MIU IV Program Administrator.</b>  |
| 7. |      |      | <b>Program Administrator notifies the LEA or appropriate School Administrators</b>   |
| 8. |      |      | <b>Program Administrator signs and faxes this form to either the Director of Special Education or Coordinator of Educational Services (if applicable)</b>  |
| 9. |      |      | <b>Director of Special Education/Coordinator of Educational Services notifies Executive Director</b>   |

\_\_\_\_\_  
 Signature of Program Administrator

\_\_\_\_\_  
 Date

Please maintain copy of notifications for your records and destroy CY 47