MANDATORY REPORTING OF SUSPECTED CHILD ABUSE POLICY

Adopted by the Cedar Mill Community Library Association Board of Directors on April 16, 2013
Revised December 22, 2020 to update phone numbers.

Purpose:
Oregon HB 4016, a revision of ORS 419B, effective January 1, 2013 requires that all employees of public or private organizations that provide child related services must report suspected child abuse and neglect to the authorities. Mandatory reporters are required to report abuse wherever and whenever they encounter it, even if they are not at work. All employees of organizations that provide youth related services are mandatory reporters, even if their jobs do not require interaction with children.

This policy summarizes Cedar Mill Library employee's responsibilities as Mandatory Reporters and the Cedar Mill Library's role. The most up to date laws and definitions will be found in Oregon Revised Statutes and Oregon Laws or by contacting Child Welfare Division of the Oregon Department of Human Services.

Definitions:
Oregon law recognizes these types of child abuse:

- Physical or mental injuries
- Sexual abuse or exploitation
- Rape or Incest
- Neglect or maltreatment
- Threatened harm
- Permitting a person under 18 years of age to enter or remain in or upon premises where Methamphetamines are being manufactured.
- Unlawful exposure to a controlled substance, as defined in ORS 475.005, that subjects a child to a substantial risk of harm to the child's health or safety.

A child is an unmarried person under the age of 18.

Reporting Procedure:
Any employee who has reasonable cause to believe that a child has been abused or who comes into contact with someone who has abused a child shall immediately call the Oregon Child Abuse Hotline 1-855-503-SAFE(7233). If there is an emergency and you believe a child is in immediate danger, please call 911.

If the incident or observation occurred at the library, the employee shall also immediately inform his/her supervisor.

A written record of the abuse report shall also be made by the employee suspecting the abuse of a child and given to the Executive Director for confidential filing. Notifying the supervisor or Executive Director does not fulfill the employee's responsibility to report suspected abuse to law enforcement or Child Welfare.

A form for the report is available in the Mandatory Reporting folder on the library's shared drive.

Immunity of Persons Making a Report in Good Faith. (ORS 419B.025)
Anyone participating in good faith in the making of a report of child abuse and who has reasonable grounds for the making the report shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of such report. Any such participant shall have the same immunity with respect to participating in any judicial proceeding resulting from such report.

Failure to Comply
Any Cedar Mill Community Library employee who fails to report a suspected abuse of a child as provided by this policy and the prescribed Oregon law commits a violation of Oregon law and is also subject to disciplinary action by the Library. Intentionally making a false report of child abuse is also a violation of Oregon law.

Training
The Library shall provide initial training for all new employees and annual training for all existing employees in the prevention and identification of child abuse and on the obligations of library employees to report suspected child abuse.