

TRI-COUNTY HEALTH DEPARTMENT
CHILD ABUSE/NEGLECT REPORT FORM

Oral Report Date _____

Social Service Contact Person _____

CHILD:

Name _____ DOB _____

Sex _____

Address _____

School _____

PARENT/GUARDIAN:

Name _____

Address _____

Telephone (Home) _____ (Work) _____

Marital Status _____ Custody _____

OTHER HOUSEHOLD MEMBERS (Name, DOB, Relationship):

ALLEGED PERPETRATOR:

Name _____

DOB _____

Address _____

Relationship to Child _____

INCIDENT DATE: _____ **WRITTEN REPORT DATE:** _____

REASON FOR REFERRAL: _____

REPORTING PARTY:

Name _____ Title _____

Agency _____ Telephone _____

Address _____

Reporting Party's Signature _____ Date _____

TRI-COUNTY HEALTH DEPARTMENT CHILD ABUSE REPORTING POLICY

INTRODUCTION

The law defines an abused child as "Any child who exhibits evidence of skin bruising, bleeding, malnutrition, sexual molestation, burns, fractures of any bone, subdural hematoma, soft tissue swelling, failure to thrive, or death; and such condition or death is not justifiably explained, or where the history given concerning such condition or death, or circumstances indicate that such condition or death may not be the product of an accidental occurrence."

1. All Tri-County Health Department personnel suspecting child abuse or neglect must make a telephone report immediately regarding such suspicions to the Department of Social Services for the county in which the child resides and or the county where the abuse occurred.
2. A Child Abuse/Neglect Reporting Form will be completed immediately after the phone report and will be sent to the appropriate Department of Social Services. A copy of this form will be placed in the clients' record.
3. A notation of the report will be made in the clients' record including the date, time and County Department of Social Services who received the phone report.
4. Citizen calls to Tri-County Health Department to report child abuse/neglect are to be referred directly to the County Department of Social Services in which the child resides. If possible give the caller the appropriate phone number for the Department of Social Services.
5. If Tri-County Health Department personnel assess that a child is in imminent danger of neglect or abuse, an immediate call to 911 will be made.

Reviewed by _____

Date _____

POLICY FOR RELEASE OF RECORDS TO SOCIAL SERVICES

1. Investigation of Child Abuse/Neglect

- According to the Colorado Children's Code as interpreted by The Colorado Lawyer, a county department of social services is authorized to review a child's medical record without signed parental consent during a child abuse/neglect investigation by said county.

Records which may be released to county departments of social services without a signed consent from the parent or guardian:

- Records and reports of child abuse/neglect evaluation performed by Tri-County Health Department staff.
- Any TCHD record of a child who is the subject of a specific child abuse/neglect investigation by a county department of social services.

A signed release from the parent obtained by social services is preferable; however, if this is unobtainable, records may be released without the parent's consent.

The best interests of the child are to be considered in release of records to county departments of social services. Decisions regarding release of these records must be made by a member of the professional staff (e.g.: RD, MD, NP, RN, PA).

Records being released must be reviewed by the program manager or her designate before the records are released.

Request for records from the Department of Social Services should include:

- name of the child
- the reason for the request of the records.
- the name of the professional requesting the records

Telephone requests are not to be accepted.

A FAX of the appropriately completed and signed consent form is acceptable. See Section VI, Signed Releases [manual] for information regarding Faxed consent forms.

2. All other requests for patient's records from Social Services require a signed consent from the parent/guardian or the person from the department of social services who has assumed legal custody of the child."

REFERENCE: Ann Sayvitz, J.D.

Colorado Lawyer

Colorado Children's Code: Section: 19-1-120 Confidentiality; 19-3-308
Action upon Receipt of a Report; 19-3311 Evidence Not Privileged