

Checklist for Child Abuse Protocols

MEMBERSHIP

- Does the Protocol establish a multidisciplinary team to review child abuse cases?
- Does the Protocol list the members of the MDT?
 - Law Enforcement
 - District Attorney
 - Department of Family and Children's Services
 - Mental Health provider
 - Medical Provider
 - Schools
 - Juvenile Court
 - Children's Advocacy Center (if one exists in such location)
 - Advocacy group focused on awareness/prevention
 - Sexual Assault Center (if one exists in such location)
 - Magistrate Court
 - Coroner/medical examiner

REPORTING REQUIREMENTS

- Does the Protocol address how mandated reporters complete the reports to DFCS?
- Does the Protocol cover issues of confidentiality
- Does the Protocol address cross-reporting between DFCS and the appropriate law enforcement agency?

DEPARTMENT OF FAMILY AND CHILDRENS SERVICES

- Does the Protocol spell out the appropriate response and time limits thereof?
- Does the Protocol address cross reporting with law enforcement?

LAW ENFORCEMENT

- Does the Protocol spell out the appropriate response from law enforcement and time limits thereof?
- Does the Protocol address cross reporting with DFCS?

MEDICAL PERSONNEL

- Does the Protocol list the appropriate medical personnel/facility to be used for medical examinations of children suspected of having been abused?
- Does the Protocol spell out the expertise needed by medical staff responding to suspected cases of child abuse?
- Does the Protocol indicate which cases should/must be referred for medical follow-up?
- Does the Protocol cover the procedures for temporary protective Custody of a child by a physician without a court order and without parental consent?

SCHOOLS

- Does the Protocol spell out how and when school personnel must report suspected cases of child abuse to DFCS?
- Does the Protocol spell out how cases should be handled when the person suspected of having abused the child is a school employee?

DEPARTMENT OF JUVENILE JUSTICE

- Does the Protocol spell out the reporting responsibilities of DJJ staff when suspected abuse is discovered?
- Does the Protocol spell out how cases should be handled when the person suspected of having abused the child is a DJJ employee?

MENTAL HEALTH

- Does the Protocol spell out the responsibilities of a mental health provider to report suspected child abuse?
- Does the Protocol discuss the role of a mental health provider on the multidisciplinary team?

INVESTIGATION OF SUSPECTED ABUSE

DEPARTMENT OF FAMILY AND CHILDRENS SERVICES

- Does the Protocol discuss the manner in which DFCS will handle reported cases of child abuse?
- Does the Protocol discuss how DFCS will conduct investigations within the school setting?
- Does the Protocol discuss the joint investigation of cases with law enforcement?

LAW ENFORCEMENT

- Does the Protocol spell out the basic procedures for a law enforcement investigation of child abuse?
- Does the Protocol cover information about children at risk for being commercially sexually exploited?
- Does the Protocol discuss the joint investigation of cases between law enforcement and DFCS?

MEDICAL

- Does the Protocol outline the purpose of the Forensic Medical Examination?
- Does the Protocol state who shall perform the FME?
- Does the Protocol outline the timing of the FME?
- Does the Protocol outline the process and the chain of custody of all specimens/photos/evidence collected?

FORENSIC INTERVIEWS

- Does the Protocol discuss the forensic interview process?
- Does the Protocol spell out the expertise/training of those who conduct forensic interviews?
- Does the Protocol state where and when the forensic interview will take place?
- Does the Protocol state the confidential nature of forensic interviews and the circumstances under which they may be released and to whom?
- Does the Protocol outline the procedures for forensic interviews of children suspected of having been commercially sexually exploited?

MULTIDISCIPLINARY TEAM

- Does the Protocol outline the purpose of the MDT?
- Does the Protocol specify when the MDT shall meet?
- Does the Protocol specify the members of the MDT who will regularly meet?

JUDICIAL PROCEDURES

- Does the Protocol outline the Judicial Procedures in Juvenile Court?
- Does the Protocol outline the Judicial Procedures in Superior Court?
- Does the Protocol outline the Judicial Procedures in Magistrate Court?
- Does the Protocol outline the role and responsibilities of the Guardian ad Litem and/or Court Appointed Special Advocate?
- Does the Protocol spell out the confidentiality of these procedures?
- Does the Protocol discuss what person/agency will provide victim services to the child?

MENTAL HEALTH SERVICES

- Does the Protocol discuss the availability of mental health services for alleged victims of child abuse?
- Does the Protocol discuss the qualifications of those who will provide mental health services?
- Does the Protocol outline the role of a mental health provider on the MDT?
- Does the Protocol discuss communication among MDT partners and client confidentiality?
- Does the Protocol discuss the separation between investigation and treatment?

PREVENTION

- Does the Protocol discuss the role of prevention services?
- Does the Protocol outline how mandated reporters and others can receive prevention education?

ADDENDUM

- Does the Protocol contain the appendices that members of the MDT may use for reference such as Mandated Reporter legislation; referral forms; lists of agencies?
- Does the Protocol outline how often the Protocol is to be reviewed and updated?