

SUSPECTED/REPORTED CHILD ABUSE OR NEGLECT REPORT

Fill in the blanks and boxes that apply

Classroom		Phone	
Child's Name		Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Birthdate
Incident Date	Witnesses		
Time of Incident			
Name of Legal Guardian Notified			Time
Staff Member Notifying		EMS or Facility Nurse Notified? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Type of Report (X one)

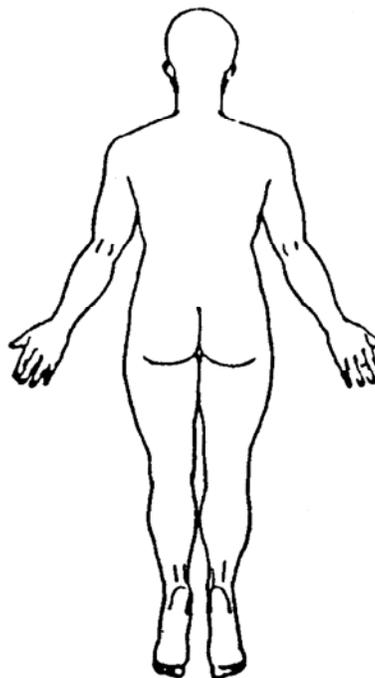
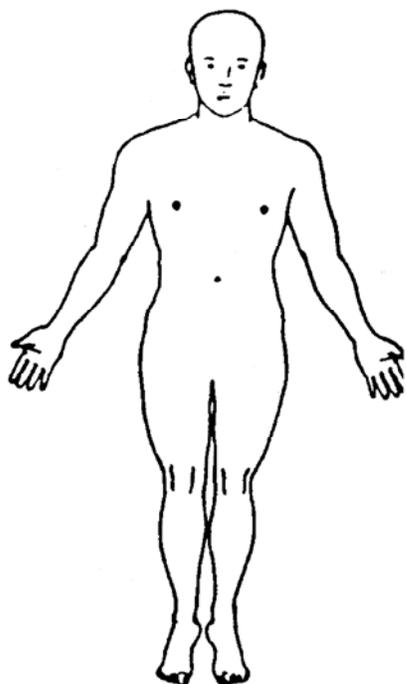
Center Related Not Center Related
 Suspected Child Abuse Suspected Child Neglect

How Situation was Discovered

Report from Child Noticed during diapering Report to staff from 3rd Party
 Report from Parent Discovered while assisting child Other _____

Part of Body Involved (Specify part of body on diagram)

Eye Nose Tooth Other part of head Arm/wrist/hand Trunk Back/buttocks
 Ear Mouth Neck Other part of face Leg/ankle/foot Genitalia Other _____



Notification		
Child Development Coordinator	Date	Time
EMS	Date	Time
CPS/FAP/DoD Hotline	Date	Time
Child Protective Services	Date	Time
Safety Office	Date	Time
Fire Department	Date	Time
PAO	Date	Time
HQ DLA CDS	Date	Time
HQ DLA FAP	Date	Time
Treatment provided, medication and further treatment (if known)		
Doctor/Dentist		Hospitalized (overnight) # of days
Special Needs Committee		
Name of person completing form		
Signature		Date
Center Director Name		
Signature		Date
PRIVACY ACT STATEMENT		
Purpose:	Data is collected to effectively manage and operate a day care facility.	
Authority:	Authority for maintenance of the system: 5 U.S.C. 301, Agency powers, departmental regulations; 5 U.S.C. 302, Agency powers, delegation of authority; 10 U.S.C. 133, Organization and powers, Under Secretary of Defense for Acquisition and Technology; 10 U.S.C. 2809 and 2812, Military construction of child care facilities; 42 U.S.C.Chap. 127, Coordinated services for children, youth, and families; 40 U.S.C.490B, Child care services for Federal employees; 42 U.S.C. Chap. 67, Child abuse program; Pub. L. 101 -189, Title XV, Military Child Care Act of 1989; E.O. 9397,SSN; and DoD Instruction 6060.2, Child Development Programs.	
Routine Uses:	These records may be disclosed outside DoD to physicians, dentists, medical technicians, hospitals, or health care providers in the course of obtaining emergency medical attention; and to Federal, State, and local officials involved with the care or health services, including child abuse. In addition, the data may be disclosed for any of the "Blanket Routine Uses" published by DLA. A list will be provided upon request.	
DISCLOSURE IS VOLUNTARY. Providing the data is voluntary. However, failure to provide answers to all or part of questions may result in refusal of day care services. DLA PRIVACY ACT SYSTEM NOTICE 400.20(Day Care Facility Registrant and Application Records) applies.		