Policy Type: General Administrative
Policy Title: Mandatory Reporting of Child Abuse
Policy Number: GA-03

Purpose:

Green River Community College will report child abuse as required by state law, as described below.

Scope:

Academic, administrative and athletic employees, including student employees, must make any report directly to the proper law enforcement agency or the department of social and health services.

All other employees must make any report directly to the Vice President of Human Resources via person, in person or electronically. The Vice President of Human Resources must make a report to the proper law enforcement agency or the department of social and health services.

Policy:

Green River Community College will report child abuse as required by state law. Employees who are required under law to report child abuse (mandatory) include any academic, administrative and athletic employees, including student employees in the athletic department. All other employees may make any report directly to the Vice President of Human Resources (or designee in her/his absence), who must make a report to the proper law enforcement agency or the department of social and health services.

Any report of child abuse must include as much detail as possible and must include the identity of the accused, if known. Detail includes:

1. The name, address of the child;
2. The name, address of the child’s parents, stepparents, guardians, or other persons having custody of the child;
3. The nature and extent of the alleged injury or injuries;
4. The nature and extent of the alleged neglect;
5. The nature and extent of the alleged sexual abuse;
6. Any evidence of previous injuries, including their nature and extent;
7. Any other information that may be helpful in establishing the cause of the child’s injury, injuries or death;
8. The identity of the alleged perpetrator or perpetrators.
The reporting requirement above does NOT apply to the discovery of abuse or neglect that occurred during childhood if it is discovered after the child has become an adult. However, if there is reasonable cause to believe other children are or may be at risk of abuse or neglect by the accused, the reporting requirement does apply and a report must be made.

Any person reporting alleged child abuse or neglect in good faith shall be immune from any legal liability arising out of such reporting. A person, who in good faith, cooperates in an investigation of a report of child abuse or neglect shall not be subject to civil liability arising out of his or her cooperation. However, a person who, intentionally and in bad faith, knowingly makes a false report of alleged abuse or neglect or fails to report the alleged abuse or neglect may be guilty of a misdemeanor and violation of college policy.

Green River Community College ensures that this policy is communicated annually to all employees so that they have knowledge of their reporting responsibilities.

**Definitions:**

Abuse or neglect: sexual abuse, sexual exploitation, or injury of a child by any person under circumstances which cause harm to the child’s health, welfare, or safety, or the negligent treatment or maltreatment of a child by a person responsible for or providing care to the child.

Academic employee: Any instructor, counselor, librarian, instructional aid or tutor, who is employed by any college district, whether full or part time.

Administrative employee: Any person employed full or part time by the college and who performs administrative functions at least fifty percent or more of the time.

Child or children: any person under the age of eighteen years of age.

**Specific Authority:** RCW 26.44.030, RCW 28B.10, RCW 28B.10.846

**History of Policy or Procedure**

Draft: August 20, 2012
Adopted: September 17, 2012
Revised:
Reviewed by:
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