

Child Abuse Reporting Procedures

- Scottsdale Bible Church will establish a child abuse prevention team, which will consist of a Pastor and a Counselor.
- According to A.R.S. 13-3620, the individual, whether they be staff or volunteers, who sees abuse, hears about abuse from a third party, or has **reasonable belief** that abuse has occurred, **is responsible** to call the appropriate child protective services or law enforcement immediately. **Personal examination or observation of the minor is no longer required.**
- If it is determined that an SBC staff individual is responsible for the abuse, the Pastor on the child abuse prevention team has the responsibility to obtain advice from the SBC staff and legal advice regarding potential termination of the employee.
- In the case of child abuse perpetrated by a parent or caregiver, a telephone report must be followed up by a written report to the appropriate child protective services or law enforcement agency within 72 hours. **If you have reasonable belief that child sexual abuse has occurred, you need to call the appropriate law enforcement agency. When you make a report, obtain a police report number of Child Protective Service case number.** Either report shall contain: (A.R.S. 13-3620)
 1. The names and addresses of the minor and the minor's parents or persons having custody of such minor, if known.
 2. The minor's age and the nature and extent of injuries or physical neglect, including any evidence of previous injuries or physical neglect.
 3. Any other information that such person believes might be helpful in establishing the cause of the injury or physical neglect.
- Normal and reasonable procedures for parent notification will be followed when such communication does not imperil the investigation performed by the appropriate agency. In those cases where the suspected abuser is a member of the child's family, the responsibility for informing parents belongs to the police agency.
- Scottsdale Bible Church realizes its obligation under A.R.S. 13-3620 to make reasonable referrals of any suspected abuse and understands that the receiving party, either the Police or Protective Services, is responsible for the evaluation of those referrals. **Specifically, minors are only interviewed by the proper child protective service authorities or a law enforcement agency. Staff members or volunteers making referrals without malicious intent are immune from any and all prosecution.**
- Scottsdale Bible Church shall conduct an in-service each year in which the staff's and volunteer's rights and responsibilities in regard to reporting of child abuse are reviewed.