

SUMMARY OF PROCEDURES FOR REPORTING ABUSE

Who reports child abuse

Scouting volunteers should notify the Northern Star Council if they suspect child abuse or neglect of a child has occurred. This can be done, by contacting the Director of Field Service at the Northern Star Council at (651) 254-9110. Our Director of Field Service can help to determine the next course of action.

In addition, anyone may voluntarily report abuse or neglect to the appropriate authorities as outlined below. It is the right thing to do, and the action may very well save the life and spirit of a child, and provide a family with much needed support.

When to report

The law requires mandated reporters to make a report if they know or have reason to believe a child is being neglected or abused or has been neglected or abused within the last three years. Mandated reporters must file a written report within 3 working days of the oral report.

- If you know or suspect that a child is **in immediate danger** or the child is abandoned, contact your local law enforcement department right away by dialing 911. Law enforcement officers can remove a minor from a threatening environment in order to protect that child.
- If the child is **not in immediate danger**, and the alleged perpetrator is a **parent, guardian, family childcare provider, family foster care provider, or juvenile correctional facility staff person**, call the child protection unit of your county social service agency.
- If the child is **not in immediate danger** and the alleged perpetrator is **someone outside the family and not a licensed facility staff person**, contact your local law enforcement agency.
- If the child is **not in immediate danger**, and the alleged perpetrator is a **staff member of a licensed facility, that is, a school, day care, hospital, group home, and so forth**, please refer to the Department of Human Services website www.dhs.state.mn.us or call at 651-296-8337 for general information about child protection.

Reporting to local authorities

Any child abuse must be reported in the county where it occurred. For instance, if an incident takes place on a camping trip, local authorities for that area must receive the report. Local Law Enforcement can be contacted by dialing 911.

What to report

- Your name, phone number, and relationship to the family
- What happened to the child and when the incident occurred
- Identification of any witnesses to the incident
- A description of any injuries or the present condition of the child
- The current location of the child and whether the child is in immediate danger
- Names and addresses of the child, and parents or caretakers
- Any additional information you have about the child or family that may be helpful

If the child is in immediate danger, call the police first by dialing 911. Any reports of and/or suspicions of child abuse are to be referred immediately to both Scouting and County Child Protection Offices:

FIRST: The Director of Field Service, Director of Program Services, or Scout Executive at the Scout Office (651-224-1891) or at the numbers listed on the next page.

The Scouting Staff must be called FIRST:

1. He/she may be aware of other confidential information that must be taken into account.
2. It is possible that action must be taken by the BSA, regardless of action taken by law enforcement.

3. If the media or other officials contact BSA leadership, we must be prepared to respond with competency.
4. The Scout Executive is experienced in such issues, and is legally obligated to take the necessary action.

SECOND: The County Child Protection Office (phone numbers listed on the next page). Scouting volunteers are not mandated reporters and are not required to call law enforcement officials first. The following directory lists the telephone contact for each county within Indianhead Council. Anyone reporting a suspected case of child abuse is to call the county where the incident allegedly occurred, after calling BSA staff.

| MINNESOTA | | |
|------------------------|--|--------------|
| Anoka County | Health & Social Services | 763-422-7125 |
| Carver County | Community Social Services | 952-361-1600 |
| Chippewa County | Dept of Family Services | 320-269-6401 |
| Chisago County | Human Services | 651-213-0324 |
| Dakota County | Human Services | 952-891-7480 |
| Goodhue County | Social Services (Phillippo Scout Res.) | 651-385-3232 |
| Hennepin County | Social Services | 612-348-3552 |
| Isanti County | Family Services | 763-689-1711 |
| Kandiyohi County | Family Services | 320-231-7800 |
| Lac Qui Parle County | Family Services | 320-598-7594 |
| LeSueur County | Human Services | 507-357-8217 |
| Lincoln County | Human Services | 507-694-1452 |
| McLeod County | Social Services | 320-864-3144 |
| Meeker County | Social Services | 320-693-5300 |
| Ramsey County | Human Services | 651-266-4444 |
| Redwood County | Human Services | 507-637-4050 |
| Renville County | Human Services | 320-523-2202 |
| Rice County | Social Services | 507-332-6115 |
| Scott County | Human Services | 612-445-7751 |
| Stearns County | Human Services | 320-656-6000 |
| Washington County | Social Services | 651-430-6457 |
| Wright County | Social Services | 763-682-7400 |
| Yellow Medicine County | Family Services | 320-564-2211 |
| WISCONSIN | | |
| Burnett County | Social Services | 715-349-2131 |
| Pierce County | Human Services | 715-273-6766 |
| Polk County | Social Services | 715-485-8400 |
| St. Croix County | Human Services | 715-246-8285 |
| Washburn County | Social Services (Tomahawk Scout Res.) | 715-468-7878 |

COUNCIL EMERGENCY CONTACT PERSONNEL

Director of Field Service Doug Nelson Office, 651-254-9110

Director of Program Mike McCarthy Office, 763-231-7261
Cellular, 612-839-2466

Scout Executive John Andrews Office, 651-254-9140
Home, 651-747-1401
Cellular, 651-485-1711