

SUBJECT: REPORTING OF SUSPECTED CHILD, DEPENDENT ADULT, OR  
ELDER ABUSE/NEGLECT

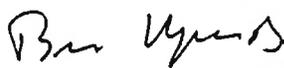
Date: 4/01/2011

- I. **Authority:** Health and Safety Code, Division 2.5, Section 1798 and; Child Abuse: California Penal Code, Article 2.5; and, Elder Abuse: Welfare and Institutions Code Chapter II, Part 3, Division 9.
- II. **Purpose:** To establish a policy for identification and reporting of incidents of suspected child, dependent adult or elder abuse/neglect.
- III. **Policy:** All prehospital care personnel are required to report incidents of suspected neglect of, or abusive behavior toward children, dependent adults or elders.
- IV. **Reporting Procedure:**
- A. Child Abuse/Neglect:
1. Suspicion of Child Abuse/Neglect is to be reported by prehospital personnel by telephone to the Child Abuse Hotline, (858) 560-2191, immediately or as soon as possible. Be prepared to give the following information:
    - a. Name of person making report;
    - b. Name of child;
    - c. Present location of the child;
    - d. Nature and extent of the abuse/neglect;
    - e. Information that led reporting person to suspect child abuse/neglect;
    - f. Location where incident occurred, if known; and
    - g. Other information as requested.
  2. Phone report must be followed within thirty-six (36) hours by a written report on "Suspected Child Abuse Report" form #SS8572. The mailing address for this report is: Health and Human Services Agency (HHSA),

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Children's Services Child Abuse Hotline, P.O. Box 711341, San Diego, CA  
92111. Fax of this report may be transmitted to (858) 694-5240 or (858)  
694-5241 between the hours of 8:00am and 5:00pm.

3. Copies of form SS8572 can be accessed on the County of San Diego,  
Emergency Medical Services website: [www.sandiegocountyems.com](http://www.sandiegocountyems.com).
4. The identity of all persons who report under this article shall be confidential  
and disclosed only between child protective agencies, or to counsel  
representing a child protective agency, or to the district attorney in a criminal  
prosecution or by court order.

B. Dependent Adult and Elder Abuse/Neglect:

1. Suspicion of Dependent Adult and Elder Abuse/Neglect should be reported as  
soon as possible by telephone to the Adult Protective Services at HHSA Aging  
and Independent Services (800) 510-2020. Be prepared to give the following  
information:
  - a. Name of person making report;
  - b. Name, address, and age of the dependent adult or elder;
  - c. Nature and extent of person's condition; and,
  - d. Other information, including information that led the person to suspect  
abuse/neglect.
2. Telephone report must be followed by a written report within thirty-six (36)  
hours of the telephone report using "Report of Suspected Dependent  
Adult/Elder Abuse" form SOC 341. The mailing address for this report is:

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Adult Protective Services, 5560 Overland Avenue, San Diego, CA 92123.

The report may be faxed to (858) 495-5247.

3. Copies of form SOC 341 can be accessed on the County of San Diego, Emergency Medical Services website: [www.sandiegocountymems.com](http://www.sandiegocountymems.com).

4. The identity of all persons who report shall be confidential and disclosed only by court order or between elder protective agencies.

C. When two or more persons who are required to report are present at scene, and jointly have knowledge of a suspected instance of child, dependent adult, or elder abuse/neglect, and when there is agreement among them, the telephone report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by such selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so, shall thereafter make such report.

D. The reporting duties are individual, and no supervisor or administrator may impede or inhibit such reporting duties and no person making such report shall be subject to any sanction for making such report. However, internal procedures to facilitate reporting and apprise supervisors and administrators of reports may be established provided they are consistent with the provisions in this article.

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