



# CONFIDENTIAL REPORTING OF SAFE ENVIRONMENT CONCERNS

## POLICY

Immediately report abuse of a child/minor or vulnerable adult to DCF at 1-800-96ABUSE (1-800-962-2873) or report to DCF on-line via <https://reportabuse.myflfamilies.com/s/>. Then contact ADOM Director of Safe Environment with the information below at [abusereporting@theadom.org](mailto:abusereporting@theadom.org) or 305-215-6635. If the Director is not immediately available to receive the information, contact the Chancellor at 305-450-6420. **If there is any immediate danger to anyone, call 911.**

DCF CONTACT NAME \_\_\_\_\_ BADGE # \_\_\_\_\_

### REPORTER'S CONTACT INFORMATION

DATE REPORT MADE TO DCF \_\_\_\_\_

Name \_\_\_\_\_ Work phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Email Address \_\_\_\_\_ Location \_\_\_\_\_

REPORTER'S RELATIONSHIP TO VICTIM Are you a professionally mandated reporter? YES NO

### INCIDENT DETAILS

Describe the incident: WHAT happened, WHO is involved, WHEN and WHERE did the incident occur, impact/effects on the victim, description of injuries and/or threat of harm, etc. Below, provide whatever information is available about the person(s) involved. *Do not delay reporting if information is unavailable. Click in box to type!*

Name \_\_\_\_\_ Estimated Age \_\_\_\_\_ Is this person a victim? YES NO

If not a victim, how is this person related to the victim \_\_\_\_\_

SSN if known \_\_\_\_\_ Sex Male Female Race \_\_\_\_\_

Home Address \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Estimated Age \_\_\_\_\_ Is this person a victim? YES NO

If not a victim, how is this person related to the victim \_\_\_\_\_

SSN if known \_\_\_\_\_ Sex Male Female Race \_\_\_\_\_

Home Address \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Estimated Age \_\_\_\_\_ Is this person a victim? YES NO

If not a victim, how is this person related to the victim \_\_\_\_\_

SSN if known \_\_\_\_\_ Sex Male Female Race \_\_\_\_\_

Home Address \_\_\_\_\_ Phone \_\_\_\_\_

Victim's current location \_\_\_\_\_ Where did the incident occur \_\_\_\_\_

### FOR OFFICE USE ONLY