



GOVERNMENT OF
NEWFOUNDLAND AND LABRADOR



DEPARTMENT OF HEALTH AND COMMUNITY SERVICES
Board Services

POLICY: Mandatory Reporting of Suspected Abuse, Neglect, or Exploitation of Children, Elderly or Adults	POLICY NUMBER: EHS 2004-05-01
ORIGINAL DATE: November 1, 2005	REVISED DATE: N/A

I. PURPOSE:

- A. To state the requirement for reporting suspected abuse, neglect or exploitation of children, elderly persons or adults.
- B. Indicate who the ambulance personnel shall notify in conjunction with this policy.

II. POLICY:

- A. All ambulance personnel are required to report suspected abuse, neglect or exploitation of children, elderly or adults to the ambulance operator, who subsequently is required to report the incident to the local police authority and/or the child protection personnel with the local regional Health and Community Services board.
- B. Ambulance personnel shall document their suspicions and attach the documentation to the operators copy of the Patient Care Report(PCR) form and report the incident to the operator.
- C. Ambulance personnel shall be familiar with the section of the *Child, Youth and Family Services Act* attached to this policy
- D. Reporting of this information is confidential or privileged and an action does not lie against the informant unless the making of the report is done maliciously or without reasonable cause.

III. PROCEDURE:

- A. When an incident occurs involving a child, elderly person or an adult with suspicious circumstances that may be the result of abuse or neglect, the ambulance personnel are to request the local police authorities respond to the scene, if the patient is not transported, or to the facility in which the patient is transported to. Relay any pertinent information to the police authority bearing in mind the sensitivity of the information being relayed over open radio groups or cell phones.
- B. When transporting a patient where you suspect abuse, neglect or exploitation of a child, elderly person or an adult, the ambulance personnel shall alert the emergency room nursing staff of their suspicions. Additionally, you must notify the ambulance service operator who will notify the local police authorities if not already notified while you were on scene.
- C. Regardless of whether the suspected abused person was treated/transported or not, an

initial report to local authorities shall be made by the operator/ambulance personnel as soon as possible.

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- D. After the initial report is made, the incident is to be documented in writing by the involved ambulance personnel. This documentation shall be attached to the operators copy of the PCR form.
- E. To the **extent possible**, the above stated report shall contain, but not limited to the following information:
- Name, age, gender of each child, elderly person or adult suspected to have been abused, neglected or exploited.
 - Names and address of the suspected victim's family members.
 - Name and address of each alleged perpetrator of abuse, neglect or exploitation.
 - Name and address of the care giver of the suspected victim if different then the alleged perpetrator.
 - Name address and telephone number of the ambulance crew reporting the suspicion of abuse , neglect or exploitation.
 - Description of physical injuries sustained.
 - Actions taken by the reporting ambulance personnel, to include name of person(s) information provided to and their organization.
- F. For the purpose of this policy the following definitions shall apply:
1. **Abuse** - the infliction of physical or psychological injury to a child, elderly person, or disabled adult so as to adversely affect such person's physical or psychological condition; or the failure of a care giver to take reasonable measures to prevent the recurrence of physical or psychological injury.
 2. **Exploitation** - Includes, but not limited to, improper or illegal use or management of a person, funds, assets or property, or the use of power of attorney or guardianship, for one's own profit or advantage.
 3. **Neglect** - The failure or omission on the part of the care giver or person to provide the care and services necessary to maintain physical and mental health, including but not limited to, food, clothing, medicine, shelter, supervision and medical services, that a prudent person would deem essential for the well-being of that person.

IV. RESPONSIBILITY:

- E. It is the responsibility of the ambulance personnel to complete a detailed report concerning the suspected abuse, neglect or exploitation of children, elderly persons or adults and inform the operator of the incident.
- F. It is the responsibility of the operator to report all suspected cases of abuse, neglect or exploitation of children, elderly persons or adults to the proper authorities.

