

**OLIVE VIEW-UCLA MEDICAL CENTER
DEPARTMENT OF EMERGENCY MEDICINE
POLICY & PROCEDURE**

**NUMBER: 7431
VERSION: 2**

SUBJECT/TITLE: SUSPECTED CHILD ABUSE/NEGLECT REPORTING

POLICY:	<p>All DEM staff is required to follow the Department of Health Services (DHS) Policy # 321.001 Child Abuse, Elder/Dependent Abuse, Domestic/Intimate Partner Violence, Suspicious Injury Reporting policy in regards to reporting suspected child abuse/neglect cases.</p> <p>The DEM staff will be available for the identification, evaluation, treatment, follow up, and referral of suspected child abuse cases.</p> <p>The healthcare worker that identifies a suspected child abuse or neglect situation must complete a “Suspected Child Abuse/Neglect Report” form SS 8572 and call the Child Abuse Hotline immediately (800) 540-4000. In addition, it will be necessary to complete a “Medical Report-Suspected Child Abuse” form DOJ900 or a Medical Report-Suspected Child Sexual Assault Form OCJP925. After completing the form(s) and calling the Child Abuse Hotline and appropriate law enforcement agency, the form(s) will be submitted to the reporting agency within 36 hours.</p> <p>A Medical Screening Examination (MSE) will be performed. Appropriate medical care will be provided including emergency care or stabilizing treatment. Ongoing inpatient and/or outpatient treatment shall be provided to ensure the health, safety, emotional and social well-being of the child until long term intervention programs have been appropriately implemented.</p>
PURPOSE:	To provide DEM staff with guidelines on the reporting, management and referral of suspected child abuse/neglect
DEPARTMENTS:	Emergency Medicine, Emergency Medicine Nursing
DEFINITIONS:	Child: A child is defined as a person under the age of 18 years of age (Section 11165)

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PROCEDURE:	
STEP(S)	ACTION(S)
Router, Triage Nurse	<ul style="list-style-type: none"> • Create the electronic healthcare record (EHR) • Assign (Straight to back) STB status when identified at Router and escort to definitive care area • Triage nurse identifies; completes triage and escorts patient into the definitive care area. • Notifies charge nurse, pediatrician(s), resident and Attending Physician and alerts them to suspected child abuse/neglect status. • Ascertain Chief Complaint. • Obtain vital signs. • Escort the patient into patient care area.
Charge Nurse	<ul style="list-style-type: none"> • Notify Social Work Department at (747)210-4236 • Contact L.A. County Sheriff (onsite) at ext. 73409 or (747)210-3409. • During the HUB/SCAN clinic hours of operation, if patient is pre-menarchal male or female contact the OV SCAN/SART Clinic at (747)210-4680 or assessment. At this point, the (Sexual Assault Response Team) SART Team will escort the patient to further evaluate the patient in the HUB/SCAN clinic following the HUB/SCAN Sexual Abuse/Assault protocol. Ensure a safe patient care environment. • During night shift hours, contact the Center for Assault Treatment Services (CATS) at (818)908-8630 or (818)908-8632. Collaborate with physician(s), social worker and law enforcement.
Primary Nurse	<ul style="list-style-type: none"> • Provides direct patient care. • Coordinates all patient care activities, documentation and required forms. • Ensures a safe patient care environment. • Collaborates with physician(s), social worker and law enforcement.
Physician <u>Criteria</u> Physician (cont.) <u>Criteria</u> For physical abuse or “chronic” sexual abuse	<ul style="list-style-type: none"> • Communicates with the DEM Attending Physician. • Contacts the Pediatric Attending on call. • Performs a Medical Screening Examination. • Performs a genital examination only when

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<p>GREATER than 72 hours old and the child has no complaints:</p> <p>Physician (cont.)</p>	<p>necessary to rule out an acute medical/surgical condition. Provide any stabilizing treatment necessary.</p> <ul style="list-style-type: none">• Be prepared to communicate with Department of Child Family Services.• Contact LAC-USC Peds ER when deemed appropriate by both DEM and Pediatric Attending physician at (323) 409-3601 ask for the SCAN Team Member on call. This person will help determine if the child requires a more detailed examination immediately, requiring transfer to the SCAN Center at LAC-USC.• Complete required documentation:<ul style="list-style-type: none">A.) Suspected Child Abuse/Neglect Report Form SS8572B.) Medical Report – Suspected Child Abuse form DOJ900 or• Medical Report – Suspected Child Sexual Assault form OCJP925
<p>Physician</p> <p>Criteria <i>For the pre-pubescent child with physical or sexual abuse in the previous (Less) than 72 hours</i></p> <p><i>Child has complaints</i></p>	<ul style="list-style-type: none">• Contact Pediatric Attending on call.• Communicates with the DEM Attending.• Provides a Medical Screening Examination.• Performs a genital examination only when necessary to rule out an acute medical/surgical condition. Provide any stabilizing treatment necessary.• Be prepared to communicate with Department of Child Family Services.• Contact LAC-USC Peds ER when deemed appropriate by both DEM and Pediatric Attending physician at (323) 409-3601 ask for the SCAN Team Member on call. This person will help determine if the child requires a more detailed examination immediately, requiring transfer to the SCAN Center at LAC-USC.• Complete required documentation:<ul style="list-style-type: none">A.) Suspected Child Abuse/Neglect Report Form SS8572B.) Medical Report – Suspected Child Abuse form DOJ900 orC.) Medical Report – Suspected Child Sexual Assault form OCJP925
<p>Clerical Staff</p>	<p>Forms Distribution:</p>

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	<ul style="list-style-type: none">• <u>SS 8572 – Suspected Child Abuse/Neglect Report</u>• Original form: Investigating Agency• 2nd copy: County Welfare or Probation• 3rd copy: District Attorney• 4th copy: Reporting Party (Medical Record) <p><u>DOJ900 – Medical Report – Child Abuse Form</u></p> <ul style="list-style-type: none">• Original form: Investigating Agency• 2nd copy: Reporting Party (Medical Record)
Resource Phone Numbers	<p>Olive View-UCLA Medical Center Suspected Child Abuse and Neglect Center (SCAN/SART) Phone (747) 210-4680 Fax (747) 210-4682</p> <p>Center for Assault Treatment Services (CATS) Phone (818)908-8630 or (818)908-8632</p> <p>LAC-USC Pediatric ER Phone (323) 409-3601</p> <p>Department of Children and Family Services (DCFS) Phone (800) 540-4000</p>

References:	
Approved by: Bonnie Bilitch (Chief Nursing Officer), Georgia Foot'e-Sam (Clinical Nurse Director II), Gregory Moran (Chief Physician), Joselin Escobar Duran (Assistant Hospital Administrator II), Maureen Mccollough (Physician Specialist, M.D. Emergency Room)	Date: 12/11/2017
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