# 1000.360 CHILD ABUSE OR NEGLECT REPORTING PROCEDURE

In accordance with state laws [RCW 26.44.020](https://apps.leg.wa.gov/rcw/default.aspx?cite=26.44.020) through 040 and [RCW 28B.10.846](https://app.leg.wa.gov/RCW/default.aspx?cite=28B.10.846), all Wenatchee Valley College employees, including report child abuse and neglect as described below. The report must be made at the first opportunity, and never later than 48 hours after the college employee has reasonable cause to believe that a child has suffered abuse or neglect.

## A. DEFINITIONS (see [RCW 26.44.020](https://apps.leg.wa.gov/rcw/default.aspx?cite=26.44.020) for a complete list)

**Abuse or neglect**: sexual abuse, sexual exploitation, or injury of a child by any person under circumstances which cause harm to the child’s health, welfare, or safety, or the negligent treatment or maltreatment of a child by a person responsible for or providing care to the child.

**Academic employee**: Any instructor, counselor, librarian, instructional aid or tutor, who is employed by any college district, whether full or part time.

**Administrative employee**: Any person employed full or part-time by the college and who performs administrative functions at least fifty percent or more of the time.

**Child or children**: any person under the age of eighteen years of age.

**Negligent treatment or maltreatment**: An act or a failure to act, or the cumulative effects of a pattern of conduct, behavior, or inaction, that evidences a serious disregard of consequences of such magnitude as to constitute a clear and present danger to a child’s health, welfare, or safety, including but not limited to conduct prohibited under [RCW 9A.42.100](https://apps.leg.wa.gov/rcw/default.aspx?cite=9A.42.100). When considering whether a clear and present danger exists, evidence of a parent’s substance abuse as a contributing factor to negligent treatment or maltreatment shall be given great weight. The fact that siblings share a bedroom is not, in and of itself, negligent treatment or maltreatment. Poverty, homelessness, or exposure to domestic violence as defined in [RCW 26.50.010](https://apps.leg.wa.gov/rcw/default.aspx?cite=26.50.010) that is perpetrated against someone other than the child does not constitute negligent treatment or maltreatment in and of itself.

## B. REPORTERS

**Mandatory reporters** include academic, administrative and athletic employees, including student employees, must make any report directly to the proper law enforcement agency or the department of social and health services. The executive director of human resources or designee will assist you in reporting to these agencies.

**All other employees** must make a report directly to the executive director of human resources or designee. The executive director of human resources must make a report to the proper law enforcement agency or the department of social and health services.

An immediate oral report must be made by telephone or otherwise to the proper law enforcement agency or the department and, upon request, must be followed by a report in writing. Such reports must contain the following information, if known:

### 1. The name, address and age of the child;

### 2. The name, address of the child’s parents, stepparents, guardians, or other persons having custody of the child;

### 3. The nature and extent of the alleged injury or injuries;

### 4. The nature and extend of the alleged neglect;

### 5. The nature and extent of the alleged sexual abuse;

### 6. Any evidence of previous injuries, including their nature and extent; and

### 7. Any other information that may be helpful in establishing the cause of the child’s death, injury or injuries and the identity of the alleged perpetrator or perpetrators.

The reporting requirement above does NOT apply to the discovery of abuse or neglect that occurred during childhood if it is discovered after the child has become an adult. However, if there is reasonable cause to believe other children are or may be at risk of abuse or neglect by the accused, the reporting requirement does apply and a report must be made.

## C. IMMUNITY FROM LIABILITY

Any person reporting alleged child abuse or neglect in good faith shall be immune from any legal liability arising out of such reporting.

A person who, in good faith, cooperates in an investigation of a report of child abuse or neglect shall not be subject to civil liability arising out of his or her cooperation.

However, a person who, intentionally and in bad faith, knowingly makes a false report of alleged abuse or neglect or fails to report the alleged abuse or neglect shall be guilty of a misdemeanor and violation of college policy.

## D. TRAINING

Wenatchee Valley College will communicate this procedure and accompanying policy to all employees on an annual basis to ensure that they have the opportunity to learn about their reporting responsibilities.

Approved by the president’s cabinet: \_\_/\_\_/\_\_

Last reviewed: \_\_/\_\_/\_\_

Policy contact: Human Resources

Related policies and procedures

000.360 Child Abuse or Neglect Reporting Policy