The University of Georgia is committed to the safety and well-being of children and the prompt reporting of suspected child abuse or neglect in alignment with Georgia Law (O.C.G.A. §19-7-5) and University policies for the protection of minors. For the full text of the University’s guidance, please visit: https://legal.uga.edu/guidance/mandatory-reporting-child-abuse

Please note that University reporting requirements also apply to experiential learning that takes place at schools, clinics, or organizations in the community; to on-campus clinics, camps, or classes; and to other situations such as research projects and community screenings in which a University employee, student, or volunteer comes into contact with minors. The actions to be taken are determined by the nature of the placement site.

Hereafter, these settings are collectively referred to as “placements” or “placement sites,” and University employees, students, and volunteers are referred to as “UGA members.”

For each placement site for which you have responsibility as a Program Director you should:

1. Ensure that all UGA members at the site understand their reporting requirements, including but not limited to when, how, and to whom they should report.

   Ensure that all UGA members have been appropriately trained in recognizing and reporting child abuse before being placed at the site. Training is available at: https://www.prosolutionstraining.com/
   a. Click on “Find A Course” in the navigation.
   b. Select “Georgia” for the state.
   c. Enter “Mandated Reporters” in the search box or leave the box blank.
   d. Click on the “Search” button.
   e. Choose the Mandated Reporters: Critical Links in Protecting Children in Georgia training under “Health and Safety”.

2. Ensure that appropriate information relevant to the duty to report suspected child abuse is contained in a course syllabus, program handbook, clinic assignment paperwork, or other written or electronic documentation provided to all UGA members at a placement site. This information should include a link to the University’s “Mandatory Reporting for Child Abuse” guidance, as well as phone numbers for DFCS (1-855-GACHILD, 1-855-422-4453) and the UGA Police (706-542-2200).

How to determine who is responsible for making reports to DFCS:

1. If the placement site is external to the University (e.g., school, clinic, camp, or other organization in the community):
   a. When the placement is a legally mandated reporter, ensure that UGA members know who the designated reporter is and that it is the responsibility of UGA members, if they become aware of a potential child abuse situation, to report immediately to the
organization’s lead administrator or other designated official (e.g., school principal, counselor, facility director), and subsequently notify their University Supervisor or Program Director, who is subject to the University’s Reporting Requirements.

b. When the placement is not a legally mandated reporter (such as a community center or public park), the UGA member should immediately call UGA Police or call 911 to report the suspected abuse. After calling the police, the UGA member should then report to DFCS and their UGA supervisor as soon as possible but always within 24 hours.

2. If the placement is with the University, then University reporting requirements should be followed. If the UGA member is performing duties under the direct supervision of a licensed professional (e.g., counselor, school psychologist, speech pathologist), the UGA member should immediately report the suspected abuse to the licensed professional, and then the UGA member and the licensed professional will follow professional and University protocols to notify DFCS and UGA Police.

3. In any situation where a report cannot be made to a Program Director, the report should be made to College of Education’s Associate Dean, Stacey Neuharth-Pritchett.