

MANDATORY REPORTING

All employees/contractors of Green Mountain Support Services are MANDATED REPORTERS, which means that YOU are required by law to **report suspected child abuse or neglect** to the Vermont Department of Children & Families (DCF) within 24 hours; and/or **report suspected allegations of abuse, neglect and exploitation of vulnerable elderly and disabled adults** to Vermont's Adult Protective Services (APS) program within the Division of Licensing and Protection (DLP), Department of Aging and Disabilities --- within 48 hours.

Mandated Reporters are legally responsible for making sure a report is made to the appropriate Department/program within the required time period. Mandated Reporter obligations cannot be delegated to another Green Mountain Support Services employee. YOU are required to make the report.

Notify the Executive Director and/or Associate Director of any and all reports made to DCF or APS within 24 hours of making the report. It is the policy of the Green Mountain Support Services (GMSS) to cooperate with investigative bodies during any investigation regarding suspected abuse and/or neglect within the limits of the law, GMSS policy, and according to GMSS legal counsel. GMSS also reserves the right to conduct an internal investigation in conjunction with the investigative state agencies.

- **Reports of Suspected Abuse, Neglect or Exploitation of Vulnerable Adults** - Reports of suspected abuse, neglect or exploitation of vulnerable elderly adults and disabled adults should be made within 48 hours to Adult Protective Services (APS). APS is a public safety program within the Division of Licensing and Protection (DLP), Department of Aging and Disabilities. APS is tasked with receiving and investigating allegations of abuse, neglect and exploitation of vulnerable elderly and disabled adults in Vermont. Investigations are conducted to determine the validity of allegations and when warranted include the coordination of protective services to address critical safety concerns. The APS Program maintains a registry of substantiated perpetrators of abuse and performs checks of that registry for employers that provide care and services to vulnerable adults.

To report abuse, neglect or exploitation of vulnerable elderly and/or disabled adults, call Adult Protective Services (APS) at 1-800-564-1612 or 802-241-2345. You may also fax a report to: 802-241-2358.

DEFINITIONS - SUSPECTED ABUSE, NEGLECT, OR EXPLOITATION OF VULNERABLE ADULTS

Vulnerable Adult is defined as anyone 18 years old or older that is a resident of a licensed residential facility or psychiatric unit, or someone who has received personal care services in their home for a least one month. A vulnerable adult may also be an adult with a physical, mental or developmental disability (including infirmities of aging), that

interfere with their ability to provide for their care without assistance or that impairs their ability to protect themselves from abuse, neglect or exploitation.

Abuse is defined as any action (including unnecessary restraint or confinement) that threatens a vulnerable adults' physical or emotional health or welfare. Any sexual activity between a vulnerable adult and a volunteer or paid caregiver employed by a facility of program is also abuse. Providing or threatening to provide a drug or other potentially harmful substance to a vulnerable adult for other than lawful and legitimate medical or therapeutic treatment is abuse.

Neglect is defined as the purposeful or reckless failure by a caregiver to provide adequate care (the goods, services and plans needed to maintain reasonable health and safety) to a vulnerable adult. Neglect is also the failure of a caregiver to report significant changes in the health of a vulnerable adult or the failure to make a reasonable effort to protect a vulnerable adult from abuse, neglect or exploitation by others.

Exploitation is defined as the willful unauthorized transfer or use of a vulnerable adult's property and includes interest in or control of assets or gained through undue influence or fraud. It is exploitation to force or compel a vulnerable adult to perform services for the profit or advantage of another. Exploitation also covers any non-consensual sexual activity with a vulnerable adult.

- **Reports of Suspected Child Abuse or Neglect** - Reports of suspected child abuse or neglect must be made within 24 hours to the appropriate DCF - Family Services Office. Call or visit your local Family Services Office during regular business hours: Monday through Friday, from 7:45 a.m. to 4:30 p.m. After-hours, on weekends, or on state holidays, you can make a report by calling the Emergency Services Program at 1-800-649-5285. Local Family Services Offices are listed directly below:

BARRE - 479-4260

255 North Main Street, Suite 7
Barre, VT 05641-4189

BENNINGTON - 442-8138

200 Veterans Memorial Dr., Suite 14
Bennington, VT 05201-1956

BRATTLEBORO - 257-2888

232 Main Street, 2nd Floor
Brattleboro, VT 05301-2879

BURLINGTON - 863-7370

1193 North Avenue
Burlington, VT 05401-2749

HARTFORD - 295-8840

226 Holiday Drive, Suite 32
White River Junction, VT 05001-2024

MIDDLEBURY - 388-4660

700 Exchange Street, Suite 105
Middlebury, VT 05753-1529

MORRISVILLE - 888-4576

63 Professional Drive, Suite 3
Morrisville, VT 05661-8522

NEWPORT - 334-6723

100 Main Street, Suite 230
Newport, VT 05855-4898

RUTLAND - 786-5817

ST. ALBANS - 527-7741

220 Asa Bloomer Bldg, 88 Merchants Row
Rutland, VT 05701-3449
ST. JOHNSBURY - 748-8374
67 Eastern Avenue, Suite 4
St. Johnsbury, VT 05819-5603

20 Houghton Street, Suite 211
St. Albans, VT 05478-2247
SPRINGFIELD - 885-8900
100 Mineral Street, Suite 101
Springfield, VT 05156-3166

DEFINITIONS – CHILD ABUSE & NEGLECT

Vermont's child protection law defines an *abused or neglected child* as one whose physical health, psychological growth and development, or welfare is harmed or is at substantial risk of harm by the acts or omissions of his or her parent or other person responsible for the child's welfare. It also means a child who is sexually abused or at substantial risk of sexual abuse by any person (including another child). Harm can occur when there is:

1. Abandonment of the child.
 - a. **Child** means an individual under age 18.
2. Emotional maltreatment, physical injury, or sexual abuse.
 - a. **Emotional maltreatment** means a pattern of malicious behavior resulting in impaired psychological growth and development.
 - b. **Physical injury** means death, permanent or temporary disfigurement, or impairment of any bodily organ or function other than by accidental means.
 - c. **Sexual abuse** consists of any act or acts by any person involving sexual molestation or exploitation of a child including, but not limited to, incest, rape, prostitution, sodomy, child pornography, or any lewd and lascivious conduct involving a child.
3. Failure to supply a child with adequate food, clothing, shelter, or health care.
 - a. **Risk of harm** means a significant danger that a child will suffer serious harm other than by accidental means.

If you have any questions about this policy, please see your Supervisor or Fawn Griggs