

 WRAPAROUND MILWAUKEE POLICY & PROCEDURE	Date Issued: 6/12/01	Date Revised: 6/16/08	Section: ADMINISTRATION	Policy No: 034	Pages: 1 of 1
	<input checked="" type="checkbox"/> Wraparound <input checked="" type="checkbox"/> Wraparound/REACH <input checked="" type="checkbox"/> FISS	Effective Date: 1/1/09	Subject: MANDATORY REPORTING		

I. POLICY

According to Wisconsin Statute 48.981 (2), Wraparound Milwaukee / REACH Care Coordinators are considered to be Mandatory Reporters of any **suspected, reported or observed neglect or abuse**.

II. PROCEDURE

- A. The Wraparound Milwaukee / REACH Care Coordinator should discuss his/her role as a Mandatory Reporter with all families upon enrollment.
- B. The Care Coordinator **must report suspected, reported or observed neglect and/or physical, sexual and emotional abuse by calling 220-SAFE (7233) immediately.**
- C. The Police should be contacted if the situation requires immediate intervention.
- D. The Care Coordinator should inform the family of his/her intention to make a referral as soon as possible. The Care Coordinator should explain the process and potential investigation.
- E. The Care Coordinator must complete and submit a Critical Incident Report form (*see Policy #014 – Critical Incident Reporting*) **within 24 hours of the incident** (when abuse has been reported or observed), as well as a Progress Note.

Reviewed & Approved by: _____

Bruce Kamradt

Bruce Kamradt, Director