



Training Provided by
**Oneida Human
Resources Department**





Child Abuse and Neglect Reporting Policy (CARP)

The successful completion of this training results in a certification that requires a passing score of 80% or better on its corresponding quiz at the end.

Remember ALL training must be done on work time, from a work computer.

Current report form (updated 2024) can be found on the Nation's website under Family Services/Indian Child Welfare.

Certification Contents

- What is Indian Child Welfare and why does it exist
- Oneida's Policy on Reporting Child Abuse and Neglect
- Definitions of Abuse
- Making a report
- Review

Why does the Nation require reporting?

- Foster a Nation of strong families (Oneida vision)
- Strengthen and protect our people (Oneida mission)
- Strengthen the Seventh Generation by preventing neglect and abuse
- Provide support for parents and caregivers in keeping children safe

Seventh-Generation Commitment

- It is our responsibility to ensure that our ways and people continue on for the next 7 generations.
- The goal of reporting abuse is to ensure safety of children and to strengthen families, now and for future generations.

Indian Child Welfare Act (ICWA)

- The Indian Child Welfare Act is a federal law enacted in 1978 to protect the best interest of Indian children and to promote the stability and security of tribal communities and families.
- Oneida Indian Child Welfare program was developed in response to ICWA.
- ICWA was codified into Wisconsin State Law, known as WICWA, in 2009.

Oneida Policy on Reporting Child Abuse & Neglect (Resolution 4-2-97E)

- It is the policy of the Oneida Nation that all Tribal employees are responsible for protecting the health and welfare of the children with whom they come into contact with during the course of their employment.
- The Nation has developed a set out mandatory procedure along with a training and certification process, which is required of all employees who have regular or periodic responsibility for the care of the children.

Policy Reporting Requirements

- Employees who regularly or periodically interact with children are responsible for that child's welfare and for reporting suspected cases of child abuse and neglect.
- This policy does **NOT** affect Tribal employees who work with children outside of the course of their employment.
- Employees are **NOT** required to tell parents that they reported a child for abuse and/or neglect.
- Employees are required to report child abuse and/or neglect that they discover during the course of their work **EVEN IF** the child is related to the employee.
- Employees do not need proof or need to know for sure that a child has been abused or neglected, only reasonable suspicion that it has occurred. The county agency or law enforcement has the responsibility to determine if it has occurred.

Policy Reporting Requirements Continued

- Oneida protects employees from retaliation when they report child abuse and/or neglect in good faith and within compliance of this policy (employees need to follow reporting procedures, maintain confidentiality, etc.)
- Employees employed outside the Oneida Reservation (for example: SEOTS employees) shall use the local reporting agencies and procedures, such as calling the local police.

Purpose of this Training

- All employees who regularly interact with children are responsible for completing this certification on how to recognize and report child abuse and neglect on an annual basis. Examples of employees include but not limited to social workers, schoolteacher, childcare teachers, recreation specialists, and health care providers.
- All employees who interact with children on a periodic basis are required to obtain certification prior to engaging in employee-related childcare. Examples include but not limited to coaches and administrative staff.
- Failure to comply with certification may result in suspension or termination. This includes annual certification for employees who have regular responsibility for the care of children.

Enforcement

- Employees who fail to properly report child abuse and neglect as required within this policy are subject to immediate suspension while the failure to report is investigated.
- Whenever possible, the employee shall be reassigned to employment responsibilities which do not involve supervision of children.
- The employee's supervisor and a representative of Social Services shall undertake the investigation of failure to report.

Policy Definitions

- **Tribal employee:** anyone employed by the Nation in a full-time, part-time, temporary or limited term position or on a contractual basis.
- **Child:** a person who is less than 18 years of age.
- **Mandatory reporting:** a procedure by which an employee relays information pertaining to suspected child abuse/neglect to the proper authorities.
- **Good faith belief:** Sufficient indications or signs of child abuse or neglect as to cause an employee to believe that abuse or neglect has, is, or may be taking place.
- **Extreme emergency:** Possible physical injury to the child that requires medical attention.

Types of Abuse

The following types of abuse are defined in the Oneida Children's Code and Wisconsin's Children's Code:

- Physical
- Neglect
- Sexual, including sex trafficking
- Emotional
- Threatened abuse or threatened neglect

Physical Abuse

Definition of Physical Abuse: physical injury inflicted on a child by **other than accidental means**. Physical injury includes but is not limited to:

- Lacerations (cuts and wounds)
- Fractured bones
- Burns
- Internal injuries
- Severe or frequent bruising
- Great bodily harm

Indications of Physical Abuse to a Child

Ask yourself: is there an injury or is it reasonable to suspect there is (or was) an injury?

Bruises or abrasions to the: head, face, or neck; ears; thighs; abdomen; stomach; buttocks; back.

Adult sized human bite marks

Pattern burns (such as burns from cigarettes, irons, or other objects)

Bald spots from severe hair pulling

Bruises or welts/abrasions in specific shapes (such as handprints, hanger marks, electrical cords, belt buckles)

Bruising of different colors indicating various stages of healing

Explanations that do not fit the story of the injury or do not make sense

Unexplained delay from when the injury occurred, and medical help sought.

Sentinel injuries: visible injuries or bruising seen in young infants. *"Infants who are NOT cruising should NOT be bruising."* This includes mouth injuries.

Definition of Neglect

“Neglect”, means failure, refusal, or inability on the part of the caregiver, for reasons other than poverty, to provide necessary care, so as to seriously endanger the physical health of the child.

Briefly, neglect is a failure to provide basic care and protection.

Indications of Neglect to a Child

Ask yourself: Does the lack of care seriously endanger the physical health of the child?
How do the behaviors or conditions put the child in physical danger?

Consistently dirty and has
severe body odor

Inadequately dressed for the
weather

Left alone or unsupervised for
long periods

Begs, steals, or hoards food,
or shows signs of being very
hungry on a regular basis

Seems emaciated,
malnourished, or has a
distended stomach

Has significant medical or
dental problems that are not
being treated, such as
infected sores or badly
decayed or abscessed teeth

Child's home is unsanitary to
the point of being a serious
health hazard

Condition of child's home
contains serious safety
hazards such as drugs lying
about where a child can get
into them, electrical hazards,
guns lying about, etc.

Definition of Sexual Abuse

- Sexual Abuse to a child is when any person commits any of the following acts:
 - Sexual intercourse or sexual contact with a child 16 or 17 years old **when the child does not consent**.
 - Sexual intercourse or sexual contact with a child 15 years of age or younger (**consent is not a consideration**).
 - Sexual intercourse or sexual contact with a child by any of the following individuals (**consent is not a consideration**):
 - The child's foster parent
 - Any person who works at or volunteers at, the placement or facility where the child is placed in substitute care or receiving direct care or treatment services including group homes, shelters, residential care centers, etc.
 - Any person who works at or volunteers at the juvenile correctional facility or detention center where the child is confined
 - Sexual exploitation of a child (**consent is not a consideration**).
 - Child sex trafficking (**consent is not a consideration**).
 - Permitting or encouraging a child to engage in prostitution (**consent is not a consideration**).
 - Intentionally causing a child to view or listen to sexually explicit conduct for the purpose of sexually gratifying oneself or sexually humiliating the child (**consent is not a consideration**).
 - Exposing oneself to a child or causing the child to expose himself or herself for the purpose of sexually gratifying oneself or sexually humiliating the child (**consent is not a consideration**).

Types of Sexual Abuse

- Child sex trafficking
- Sexual exploitation of a child
- Permitting, or encouraging a child to engage in prostitution
- Forced viewing of sexually explicit materials

Indications of Sexual Abuse to a Child

Ask yourself: What type of sexual abuse do I suspect? How old is the child? If 16 or 17 years old, was the child's participation voluntary? If not, you are required to report.

If child is 15 or younger and you suspect sexual abuse, you are required to report regardless of consent.

Child discloses sexual abuse

Complains of pain, itching, discharge or bleeding in the genital areas

Bruises in the genital areas

Frequent yeast infections

Frequent urinary tract infections

Contracts venereal disease

Becomes pregnant

Stained or bloody clothing

Exhibits overly seductive behaviors, particularly at a young age

Demonstrates bizarre, sophisticated or unusual sexual knowledge

Problems with urination that are not explained by a medical problem

Definition of Emotional Abuse

“Emotional damage” means harm to a child’s psychological or intellectual functioning.

“Emotional damage” shall be evident by one or more of the following characteristics exhibited to a severe degree:

- Anxiety
- Depression
- Withdrawal
- Outward aggressive behavior
- Or a substantial or observable change in behavior, emotional response or mental functioning that is not within the normal range for the child’s age and stage of development.

Indications of Emotional Abuse to a Child

Ask yourself: Do the parents know this of their child and are they accessing necessary treatment?

Self-abusive behaviors
(e.g., cutting, head
banging, pulling one's
hair)

Eating disorders (e.g.,
bulimia, anorexia)

Extreme nightmares or
other sleep disorders

Habit disorders (e.g.,
extreme sucking,
biting, rocking)

Cruelty to others,
including animals

Extreme withdrawal
from others

Suicide attempt

The Criminal Manufacture of Meth is Child Abuse

When it is done under any of the following circumstances:

- A child is present.
- It is manufactured in a child's home, on the premises of a child's home, or in a motor vehicle on the premises of a child's home.
- It is manufactured under any other circumstances where a reasonable person should have known that the manufacturer would be seen, smelled, or heard by a child.

Reporting Abuse

Any good faith belief of child abuse and/or neglect **must** be reported. This includes:

- A child telling you about abuse
- Witnessing the abuse yourself
- A parent's statement of abuse
- Physical or behavioral signs

REMEMBER:

- It is a **requirement** of all Mandated Reporters to report suspected child maltreatment.
- You are required to **call immediately** when you suspect maltreatment.

Reporting Abuse (Continued)

- In all **emergency situations**, if you believe that someone needs to intervene right now to protect the child, you need to immediately call law enforcement. In some circumstances you might need to call 911.
- If it's NOT an emergency, you must:
 - **Call** Oneida Indian Child Welfare (ICW) to make the report.
 - or County Child Protective Services (CPS) in which the child resides, for after-hours reports.
 - In accordance with the Oneida Reporting law, you must also inform the Oneida Police Department (OPD). Completed forms should be **faxed** and **NOT e-mailed** to OPD.

IMPORTANT NOTE: Employees shall not investigate abuse, Oneida ICW, County CPS and Law Enforcement will investigate. Even if you believe that someone else has made a report, you must still report. It is better if the agencies receive 5 reports than 0.

Reporting Abuse During Business Hours

Regular Business Hours: Monday through Friday, 8:00am-4:00pm

When suspicion of child abuse and/or neglect occurs during regular business hours, Oneida employees **MUST**:

1. Call Oneida Indian Child Welfare (ICW) to report suspected child abuse/neglect.
2. Complete the Child Abuse & Neglect Report form with as much information as possible and fax to the Oneida Police Department (OPD).

Agency	Phone	Fax
Oneida Indian Child Welfare (ICW)	(920) 490-3700	
Oneida Police Department (OPD)		(920) 869-1864

Reporting Abuse After Business Hours

Regular Business Hours: Monday through Friday, 8:00am-4:00pm

County agencies have after hours on-call staff 24/7. When suspicion of child abuse and/or neglect occurs after regular business hours; such as over the weekend or during the holidays; Oneida employees **MUST**:

1. Call in report to County Child Protective Services (CPS) of child's residence and,
2. Complete the Child Abuse & Neglect Report form with as much information as possible and fax to the Oneida Police Department (OPD).

Agency	Phone	Fax
Brown County Child Protective Services (CPS)	(920) 448-6035	
Outagamie County Child Protective Services (CPS)	(920) 832-5161	
Oneida Police Department		(920) 869-1864

What happens when you call to make a report?

- Child Welfare agencies have Access Workers who take reports from the public. The Access Worker will ask you a variety of questions to help you describe the information, incident, and situation in detail to the best of your ability.
- The Access Worker may explain next steps while on the phone with you.
- The Access Worker will also take your name and contact information.
- Mandatory reporters will receive feedback from County CPS agency to inform the reporter “what action, if any, was taken to protect the health and welfare of the child,” including if the report was screened out. Other information regarding the report is not shared.
- Information that would identify the reporter will be kept confidential.
 - However, if the case you reported goes to court there could be a potential that you may be subpoenaed and your identity become known.

How to Complete the Suspected Child Abuse/Neglect Reporting Form

Complete the form:

- with as much information and detail as possible, to the best of your ability;
- as timely as possible (reduces the potential of further risk), and
- be sure to include your name and contact information in case law enforcement needs to call you for more information.

In situations where medical attention is a priority, call 911, then make the report under the guidelines of the policy.

Forms can be found on the Nation's website, the Oneida Portal, or by asking your supervisor.

IMPORTANT NOTE: Use the reporting process flow chart and important phone numbers if you have immediate concerns or questions.

Remember!

- If an extreme emergency is occurring, call 911, prior to making your report.
- Make the child abuse/neglect report as soon as possible to prompt timely responses.
- Have the person with the concern make the report to ensure the most accurate information. Do not have someone report on your behalf!
- Provide necessary information with as much detail as possible.
- Respect the family's right to privacy by limiting who you talk to about the family after making the report.

For More Information:

- Contact Oneida ICW, OPD, and/or County CPS agencies
- Optional course - may be accessed on the Wisconsin Mandated Reporter Online Training website. Look for hyperlink on the Activity Landing Page under Meeting Details ([Wisconsin Mandated Reporter Online Training](#))

YawΛ'kó· (Thank you) for helping to strengthen Oneida Families by reporting suspected cases of child abuse/neglect!