



MANDATED REPORTER


Mandated Reporters Are Required by Law to Report. As a teacher, you are a mandated reporter.

Michigan Child Protection Law requires certain professionals to report their suspicions of child abuse or neglect to Centralized Intake (CI) at the Department of Health and Human Services (DHHS).

Making a Report of Suspected Child Abuse/Neglect

Mandated reporters shall make an immediate report to CI by telephone or through the online reporting system, of suspected child abuse or child neglect. Within 72 hours after making an oral report by telephone, the reporting person shall file a written report (DHS-3200). If the immediate report has been made using the online reporting system, no additional written report is required.

Reporting the suspected allegations of child abuse and/or neglect to the head of the organization does not fulfill the requirement to report directly to DHHS.

The verbal report can be completed by calling **855-444-3911** . A written report must follow within 72 hours. DHS-3200 for hotline reports: [Report of Actual or Suspected Child Abuse or Neglect](#)

The individual who had contact with the child must make the report and provide as much detail as possible about the following information:

- The child's primary caretaker, including name and address.
- Names and birth dates for all members of the household.
- Name and birth date of the alleged perpetrator(s).
- Whether the alleged perpetrator lives with the child.
- Address where the alleged abuse or neglect occurred.
- What makes the mandated reporter suspect the child is being abused or neglected.

The Child Protection Law requires that the written report include the following information:

- Name of child.
- Description of abuse or neglect.
- Names and addresses of child's parents/guardians.
- The persons with whom the child resides.
- Child's age.
- Other information available to the reporting person that might establish the cause of the abuse or neglect, and the manner in which the abuse or neglect occurred.

MDHHS encourages the use of the [Report of Actual or Suspected Child Abuse or Neglect](#) (DHS-3200) form when filing the written report, which includes all the information required under the law. If more than one mandated reporter suspects child abuse or neglect based upon the same incident, they may submit just one DHS-3200 form.

Confidentiality of a Mandated Reporters' Identity

The identity of a reporting person is confidential under the Child Protection Law. The identity of a reporting person is subject to disclosure only with the consent of that person, by judicial process or to those listed under Section 5 of the Child Protection Law (MCL 722.625).

Civil and Criminal Liability

Mandated reporters, who fail to file a report of suspected child abuse or neglect, will be subject to both civil and criminal liability. In a civil action, the mandated reporter may be held liable for all damages that any person suffers due to the mandated reporters' failure to file a report. In a criminal action, the mandated reporter may be found guilty of a misdemeanor punishable by imprisonment for up to 93 days and a fine of \$500.

A person making a good faith report is protected from civil and criminal prosecution and cannot be penalized for making the report or cooperating with a CPS investigation.

Mandated Reporter Hotline

If a mandated reporter is dissatisfied with the response by MDHHS, the mandated reporter may contact the Mandated Reporter Hotline at 877-277-2585[®]. Prior to doing so, the mandated reporter must first attempt to talk with our local MDHHS office director about his or her concerns.

Mandated Reporter's Resource Guide

View the [Mandated Reporters' Resource](#) Guide for more information.

View the [Guide to Detailed Reporting \(Downloadable\)](#) to understand what information should be included when reporting.