



# FAMILY INDEPENDENCE ADMINISTRATION

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Office of Procedures

## POLICY BULLETIN #14-108-OPE

### HOW TO REPORT CHILD ABUSE AND NEGLECT (FIA-1132)

<b>Date:</b> October 2, 2014	<b>Subtopic(s):</b> Form
<p> <input type="checkbox"/> This procedure can now be accessed on the FIAweb.         </p> <p> <input type="checkbox"/> Please use Print on Demand to obtain copies of forms.         </p>	<p>           The purpose of this policy bulletin is to inform Job Center and Non Cash Assistance (NCA) Supplemental Nutrition Assistance Program (SNAP) Center staff that a new form has been created, How to Report Child Abuse and Neglect (<b>FIA-1132</b>) which will be provided to clients in all child care packets.         </p> <p>           The <b>FIA-1132</b> instructs clients to call the New York State Central Register Child Abuse and Maltreatment hotline if they suspect that their child care provider (formal or informal) is neglecting or abusing their child or children. In addition, the form advises clients to stop taking their child to the provider and contact their JOS/Worker. They will be excused from activities until they find new child care.         </p> <p>           Samples of the above mentioned forms are attached.         </p> <p> <i>Effective Immediately</i> </p> <p> <b>Related item:</b> </p> <p> <a href="#">PD #08-33-OPE</a> </p> <p> <b>Attachments:</b> </p> <p> <b>FIA-1132 (E)</b>      How To Report Child Abuse And Neglect Child  <b>FIA-1132 (S)</b>      How To Report Child Abuse And Neglect Child         </p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?  
 Call 718-557-1313 then press 3 at the prompt followed by 1 or  
 send an e-mail to *FIA Call Center Fax* or fax to: (917) 639-0298

## How To Report Child Abuse And Neglect

**IF YOU FEEL YOUR CHILD CARE PROVIDER IS NEGLECTING OR ABUSING YOUR CHILD, STOP TAKING YOUR CHILD TO THE PROVIDER. TELL YOUR HRA WORKER AND YOU WILL BE EXCUSED FROM YOUR ACTIVITIES UNTIL YOU CAN FIND NEW, SAFE CHILD CARE.**

If you suspect that your child care provider is neglecting or abusing your child, you should report this to:

**THE NEW YORK STATE CENTRAL REGISTER (SCR)  
CHILD ABUSE AND MALTREATMENT HOTLINE:**

**1-800-342-3720**

THE HOTLINE IS AVAILAELE 24 HOURS A DAY, 7 DAYS A WEEK.

The hotline operator will have a conversation with you about what you think is happening to your child. They may ask you for the following information:

- Name and address of the child care provider
- Your child's name, age, sex and primary language
- The nature and extent of your child's injuries
- Why you believe your child is being abused or neglected
- Any additional information that may be helpful

## Cómo Reportar Abuso y Descuido de Niños

**SI USTED CREE QUE SU PROVEEDOR DE CUIDADO INFANTIL ESTÁ DESATENDIENDO A SU NIÑO(A) O ABUSANDO DE ÉL/ELLA, DEJE DE LLEVAR A SU NIÑO(A) AL PROVEEDOR. INFORME A SU TRABAJADOR(A) DE LA HRA, Y SE LE EXCUSARÁ DE SUS ACTIVIDADES HASTA QUE USTED PUEDA CONSEGUIR CUIDADO INFANTIL SEGURO.**

Si usted sospecha que su proveedor de cuidado infantil está desatendiendo a su niño(a) o abusando de él/ella, debería reportar esto a la:

**LÍNEA DE EMERGENCIAS PARA ABUSO Y MALTRATO DE NIÑOS  
DEL REGISTRO CENTRAL DEL ESTADO DE NUEVA YORK:**

**1-800-342-3720**

LA LÍNEA DE EMERGENCIAS ESTÁ DISPONIBLE LAS 24 HORAS DEL DÍA, LOS 7 DÍAS DE LA SEMANA

El/la operador(a) de la línea de emergencias hablará con usted de lo que usted cree que le está pasando a su niño(a). Se le puede pedir que usted proporcione la siguiente información:

- El nombre y dirección del proveedor de cuidado infantil
- El nombre, la edad, el sexo, y el idioma principal de su niño(a)
- El tipo y la gravedad de las lesiones de su niño(a)
- El motivo por el cual usted cree que se le está abusando de su niño(a) o desatendiendo a él/ella
- Toda información adicional que pueda ser pertinente