

## Making a Report

Make a report to one of three local organizations. In case of emergency, do call **911**.

### Non-Emergency Phone Numbers

#### UWM Police Department

414-229-4627

#### Milwaukee Police Department

414-933-4444

#### Bureau of Milwaukee Child Welfare

414-220-SAFE

### Interpretation and Accessibility Services

Language interpretation services are available through the UWM Police Department, Milwaukee Police Department or Bureau of Milwaukee Child Welfare.

### Wisconsin Telecommunications Relay System

**(WTRS)** To connect to WTRS, dial 7-1-1 from any phone in Wisconsin, or the appropriate WTRS toll-free number found here: <http://wisconsinrelay.com/>

### Additional Campus Reporting Expectations

If the incident or threat of child abuse or neglect involves an allegation against a UWM employee, student, agent, volunteer or contractor, or the suspected child abuse or neglect occurred on the UWM campus or during a UWM-sponsored activity, the reporter must notify his or her Dean, Director or Division Head. Alternatively, the reporter may notify one of the following entities:

**Office of Equity/Diversity Services** 414-229-5923

**UWM Police Department** 414-229-4627  
(If not notified previously)

Such reports shall be maintained in a secure location, and the confidentiality of the reporter shall be maintained to the extent permitted by law or University policy.

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# CHILD ABUSE DOESN'T REPORT ITSELF

If you suspect something,  
**SAY** something



## Child Abuse/Neglect Reporting Guidelines for UW-Milwaukee Employees Under Executive Order #54



### Mandatory Reporting of Child Abuse and Neglect (policy SAAP 10-2)

In 2011 Gov. Scott Walker signed Executive Order #54, which states that all University of Wisconsin System employees must report incidents of child abuse and neglect. As a UW-Milwaukee (UWM) employee, you are required by Executive Order #54 to report child abuse or neglect immediately if in the course of your UWM employment:

- You observe an incident or threat of child abuse or neglect.
- You learn of an incident or threat of child abuse or neglect, and have reasonable cause to believe that child abuse or neglect has occurred or will occur.

All UWM employees, regardless of appointment type or method of compensation, are required to report. Volunteers and independent contractors are strongly encouraged to report, as well.

Please understand that no UWM employee making a report of suspected child abuse or neglect in good faith may be discharged from employment, disciplined or otherwise discriminated against in regard to employment, or threatened with any such treatment, for so doing.

For immediate questions about Executive Order #54 or your obligations as a mandatory reporter (Wis. Stat. § 48.981[2][a]), contact Legal Affairs at 414-229-4278.

To review additional Executive Order #54 materials, including UWM's policy and training requirements, please visit the website below:

<https://uwm.edu/hr/toolkits/eo54/>



### Definitions and Signs of Child Abuse and Neglect

For purposes of reporting child abuse and neglect, a "child" is a person who is under 18 years of age.

### Physical Abuse

Physical injury inflicted on a child by other than accidental means. Physical injury includes, but is not limited to, lacerations, fractured bones, burns, internal injuries, severe or frequent bruising, or great bodily harm.

### Signs of physical abuse

- Bruises; welts on face, neck, chest, back
- Injuries in the shape of an object (belt, cord)
- Unexplained burns on palms, soles of feet, back
- Fractures that do not fit the story of how an injury occurred
- Delay in seeking medical help
- Extremes in behavior: very aggressive or withdrawn and shy
- Afraid to go home
- Frightened of parents
- Fearful of other adults

**Reporting is not "meddling."  
If you suspect something, SAY something.**

## Definition and Signs of Sexual Abuse

Sexual intercourse with or sexual touching of a child; recording or displaying of a child engaged in sexually explicit conduct; forcing a child to view or listen to sexual activity; exposing genitals or pubic area to a child or exposing a child's genitals or pubic area for purposes of sexual gratification; or permitting, allowing or encouraging a child to engage in prostitution.

### Sign of sexual abuse

- Pain, swelling or itching in genital area
- Bruises, bleeding, discharge in genital area
- Difficulty walking or sitting, frequent urination, pain
- Stained or bloody underclothing
- Venereal disease
- Refusal to take part in gym or other exercises
- Poor peer relationships
- Unusual interest in sex for age
- Drastic change in school achievement
- Runaway or delinquent
- Regressive or childlike behavior

Note: Sexual abuse does not include consensual sexual contact with anyone 16-17 years old.

## Abuse as Manufacturing of Methamphetamines

It is child abuse to manufacture methamphetamines with a child present, or in a child's home or under any other circumstances in which a reasonable person should have known that the manufacture would be seen, heard or smelled by a child.

## Definition of Emotional Abuse

"Emotional damage" for which the child's parent, guardian or legal custodian has neglected, refused or been unable for reasons other than poverty to obtain the necessary treatment or take steps to ameliorate the symptoms.



## Definition and Signs of Emotional Damage

Harm to a child's psychological or intellectual functioning, which is exhibited by severe anxiety, depression, withdrawal or aggression. Emotional damage may be demonstrated by substantial and observable changes in behavior, emotional response or learning that are incompatible with the child's age or stage of development.

### Signs of emotional damage

- Low self-esteem
- Aggression
- Self-denigration
- Withdrawal
- Severe depression
- Severe anxiety

## Definition and Signs of Neglect

When a parent—or caretaker—fails, refuses or is unable, for reasons other than poverty, to provide the necessary care, food, clothing, medical or dental care, or shelter, which seriously endangers the physical health of the child.

### Signs of neglect

- Poor hygiene, odor
- Inappropriately dressed for weather
- Needs medical or dental care
- Left alone, unsupervised, for long periods
- Failure to thrive, malnutrition
- Constant hunger, begs or steals food
- Extreme willingness to please
- Frequent absence from school
- Arrives early and stays late at school or play areas or other people's homes



## Reporting Child Abuse

### How to Report

In Milwaukee County, child protective services (CPS) are provided by the Bureau of Milwaukee Child Welfare. If you suspect child maltreatment, contact local law enforcement or the bureau immediately.

### What to Report

Explain, as well as you can, what happened or is happening to the child. Describe the nature of the abuse or neglect and the involved parties. Be as specific as possible. Be prepared to give the name, address and telephone number of the child and also the name of the parent or caretaker if known. Even if you do not know all of this information, report what you do know. Tell all you know about the situation.

### What Happens After You Report

The Bureau of Milwaukee Child Welfare and/or law enforcement will screen the case and determine whether abuse/neglect has occurred, and they determine what action to take.

### Where to Go for Help

If you see or hear something you are concerned about relating to possible child abuse or neglect, but are not sure what to do, contact the UWM Office of Equity/Diversity Services at 414-229-5923.



## Things to Remember

- **If there is an emergency or a child is in immediate danger, call 911.**
- If you observe an incident or threat of child abuse or neglect, or learn of an incident or threat of child abuse or neglect and have reasonable cause to believe that abuse or neglect has occurred, you are required to report it to law enforcement or the Bureau of Milwaukee Child Welfare.
- You are reporting with reasonable suspicion that abuse or neglect is occurring. You do not need proof.
- Reports must be given immediately by telephone or in person to law enforcement or the Bureau of Milwaukee Child Welfare (no voicemail or email).
- If you learn that an adult or a UWM student experienced abuse or neglect when they were a child, contact UWM's Office of Legal Affairs at 414-229-4278 prior to making a report. Making such a report may raise issues relating to state and federal privacy laws and professional ethics.