

**DIOCESE OF DES MOINES**  
**Catholic Schools Policies/Regulations**

**STAFF PERSONNEL**

**Mandatory Reports of Child Abuse/Dependent Adult Abuse by a Care Giver**

It shall be the policy of the Diocesan Catholic Schools Office, under the aegis of the Bishop, that all certified/licensed school employees, who have a reasonable belief that a child under the age of 18 or a dependent adult has been abused by a person responsible for the care of the child or dependent adult, shall report the suspected abuse verbally to the Department of Human Services (DHS) within 24 hours, and follow the verbal report with a written report on forms provided within 48 hours. Forms are available on the Department of Human Services webpage, under Report Abuse and Fraud. (<https://dhs.iowa.gov>)

A Caregiver is defined as parent, guardian, foster parent, relative or other person with whom the child or dependent adult resides, or any person providing care for a child or dependent adult but with whom the child or dependent adult does not reside.

Failure on the part of a mandatory reporter to make a report as required by law may be subject to disciplinary actions up to and including termination.

Each school shall provide a method by which the training, required by law, is given to all mandatory reporters within 6 months of initial employment and every 3 years thereafter. Training will be required in Mandatory Reporter: Child Abuse and Dependent Adult Abuse.

The school administration and staff shall cooperate fully with DHS personnel in conducting a child abuse or dependent adult abuse investigation. The school is under no obligation to contact the parents or legal guardians of suspected abuse by a caregiver. (232-IAC 68-71)

Policy Adopted: May 19, 1986  
Policy Revised: May 19, 2008  
Policy Reviewed: January 21, 2019  
Policy Revised: July 30, 2021

**Mandatory Reports of Child Abuse by a Care Giver**  
**Child Abuse or Dependent Adult Abuse Categories**  
**Regulation 475.1**

In order to provide the greatest possible protection to children under age 18 and to dependent adults, mandatory reporters, who "believe a child or dependent adult has suffered abuse" must report such to the Iowa Department of Human Services orally within 24 hours and in written form, using the Iowa Department of Human Services Suspected Child Abuse Reporting Form, within 48 hours.

The categories of child abuse are:

1. Physical abuse
2. Denial of Critical Care
3. Sexual abuse
4. Mental injury
5. Child prostitution
6. Presence of illegal drugs
7. Dangerous substances
8. Allows access to obscene materials
9. Allows access by a registered sex offender
10. Bestiality in the presence of a minor
11. Child sex trafficking

The categories of dependent adult abuse are:

1. Physical abuse
2. Sexual abuse
3. Sexual exploitation
4. Financial exploitation
5. Denial of critical care
6. Self-denial of critical care
7. Personal degradation of dependent adult
8. Neglect of dependent adult
9. Sexual offense
10. Exploitation

It is the responsibility of the Iowa Department of Human Services to determine abuse and/or neglect. Therefore Diocesan school personnel should not investigate any allegations of child abuse or dependent adult abuse by caregivers. (Abuse by a school employee is covered in a separate policy.) All school administrators must be informed of any reports being made by teachers and staff to the Iowa Department of Human Services on child abuse by a caregiver. (441-IAC 9.2)

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