



See Something, Say Something

Report Suspected Child Abuse & Neglect

Questions to expect when making a CPS referral

When making a CPS referral, the following information will be requested, and this information is critical to ensuring we are able to respond appropriately to reports of suspected child maltreatment.

Specific concerns

- What are your specific concerns about the child(ren)?
- Has something happened to the child(ren)? If so, please explain what happened.
- When and where did the incident occur and who was involved?
- Was an object used? If so, what type of object?
- How serious is the harm to the child(ren)?

Circumstances surrounding your concerns

- What was going on with the family before, during and after the specific event of child maltreatment you are concerned about?
- Where were the children at the time and where are they now?
- What did the child(ren) say happened?
- What is the caregiver's explanation?
- How did you find out about this specific event of child maltreatment?
- Do you have an ongoing concern for the child(ren)?
- Has this specific concern, or any other concerns about the child(ren), come to your attention previously? If so, please provide an explanation of prior concerns you have.
- Were the police called? If so, please provide the officer's name.

Join the movement to break the silence and end abuse and neglect.

In case of an emergency, please call 911. DFCS will be available and accessible to the community continuously 24 hours a day, seven days a week, via a centralized intake call center which may be contacted by calling **1-855-422-4453**.

Child functioning

- Describe each child's day-to-day functioning in relation to other children their age.
- Describe the child(ren)'s overall appearance, health and well-being.
- Does the child have any behavioral, mental, emotional, intellectual or physical disabilities? If so, what and how does it affect their functioning?
- Is the child receiving services from any agency? If so, who and what service?
- Are they on any medications?
- Are they supplied medications regularly?
- If school age, what grade is the child in?
- Describe attendance, discipline issues and general performance.
- How does the child interact with their peers?
- Has the child expressed any concerns about going home? If so, what are the concerns and why?

Parenting discipline

- How do the parents manage the child's behaviors?
- What do the parents do when the child gets in trouble?
- Do they have house rules for the child(ren)? If so, what are the rules?
- What kind of things does the child get in trouble for?
- Is the caregiver ever out of control when disciplining the child? If so, explain when and the circumstances.

General parenting

- What is the overall parenting style of the parents—structured, strict, laid-back etc.?
- How do the parents and child(ren) interact with one another?
- Do the parents seem to understand the child(ren)'s needs?
- Are they able to meet these needs? Please explain why or why not.
- Does the caregiver have realistic expectations of the child given the child's age and functioning?
- How does the caregiver access and use available resources to provide basic needs for the child(ren)?
- Who usually cares for the child(ren)?
- Are the parents living in the same home? If not, is the non-residential parent involved with the child(ren)?
- How does the caregiver react to bad behavior?

Adult functioning

- What is the overall functioning of each parent on a personal level—rather than as a parent?
- How does the caregiver care for themselves?
- Are they employed? If so, what shift?
- Who cares for the child(ren) while the caregiver is at work?
- Do the caregivers have a steady source of income?
- Do the caregivers have stable housing?
- Are there concerns relating to mental health, substance abuse or domestic violence? If yes, what frequency?
- How do the parents respond when you approach them with concerns?

