

## **Maltreatment of Vulnerable Adults Reporting Policy** **for \_\_\_\_\_** **youth's name**

All youth in foster care over the age of 18 are considered to be vulnerable adults. As a mandated reporter, if you know or suspect that a vulnerable adult has been maltreated, you must report it immediately (within 24 hours).

### Where to Report

- Common Entry Point at \_\_\_\_\_
- Foster Parent \_\_\_\_\_ .When a foster parent receives a report he/she is responsible for deciding if the report must be forwarded to the common entry point. (If the foster parent is involved in the alleged or suspected maltreatment, you must report to youth's county or tribal social worker or probation officer

\_\_\_\_\_ (name) at \_\_\_\_\_ (number).

If you have reported to the foster parent, you will receive, within two working days, a notice that tells you whether or not your report has been forwarded to the common entry point. The notice will be given to you in a manner that protects your identity. It will inform you that, if you are not satisfied with the decision on whether or not to report externally, you may still make the external report to the common entry point yourself. It will also inform you that you are protected against any retaliation if you decide to make a good faith report to the common entry point.

### Internal Review

When an internal or external report of alleged or suspected maltreatment has been made, an internal review will be completed and corrective action, if necessary to protect the health and safety of vulnerable adults will be taken. The internal review will include an evaluation of whether:

- Policies and procedures were followed
- Policies and procedures were adequate
- There is a need for additional training
- The reported event is similar to past events with the vulnerable adults or the services involved
- There is a need for corrective action to protect the health and safety of vulnerable adults

Primary and Secondary Person to Ensure Reviews are Completed

The internal review will be completed by \_\_\_\_\_ (foster parent).  
If the foster parent is involved in the alleged or suspected maltreatment, the Family

Alternatives Licensing Social Worker, \_\_\_\_\_ at 612.746 \_\_\_\_ will be responsible for completing the internal review.

Documentation of Internal Review

Completion of the internal review will be documented, with a copy provided to the Commissioner upon the Commissioner's request.

Corrective Action Plan

Based on the results of the internal review, a corrective action plan designed to correct any current lapses and prevent future lapses in performance will be developed, documented, and implemented.

Signatures

	Youth
	Foster Parent
	Foster Parent
	County Social Worker
	Family Alternatives Social Worker
	Legal Representative