



Reporter Tips!

NOTE: To access the Official Edition of the Arkansas Code Annotated (ACA), (1) go to Lexis Nexis [www.lexisnexis.com/hottopics/arcodes/Default.asp], (2) click "OK - Close" to link to the library, (3) (copy/write down the Title-Chapter-Subchapter numbers provided (e.g., "12-18-101" or 12-18-1108 ")), (4) paste/type the numbers in the search box and (5) click the Search button to read the official code.

You will fulfill your legal obligation as a Mandated Reporter when you call the DCFS Hotline:
1-800-482-5964 phone
1-501-618-8952 fax*

*Non-emergency reports may be submitted by fax with the following requirements:

- The reporter must be a mandated reporter listed in Arkansas Code [www.lexisnexis.com/hottopics/arcodes/Default.asp] 12-18-402
- The reporter must provide contact information. Faxed reports may NOT be submitted anonymously.
- The reporter must fill out the provided form in its entirety

While an "alleged perpetrator" is the person who either directly causes or allows child abuse or neglect to occur, there are different definitions.

For DCFS purposes, this includes any individual residing in the child's home, any person responsible for the child's welfare, or anyone who came to know the child through a position of trust, such as mother, father, teacher, counselor, or coach to name a few. If the perpetrator does not fit within one of the above categories, the incident may be a crime but it is not classified as "child abuse."

For criminal matters a perpetrator could be anybody.

When in doubt, make a child abuse report and allow the Hotline/Investigator to respond.

Extensive interviews of a child about an abuse incident can traumatize the child and have a negative impact on the investigation, if not done appropriately.

After the report is made, a trained professional interviewer will conduct an interview of the child. Multiple interviews of a child can be traumatizing and should be avoided at all costs.

As a Mandated Reporter, you have specific rights:

- To the Hotline worker's full name
- To speak to the Hotline worker's supervisor if you do not agree with the Hotline worker's decision
- To request a review of an investigation that has been unfounded if there are concerns regarding the adequacy of the investigation
- To receive information about the findings and actions taken by the Department during the investigation, including actions taken to ensure a child's safety

As a Mandated Reporter, if you make a good faith report to the Hotline, you are entitled to immunity from legal liability. That means you cannot be successfully sued by the parent or the alleged perpetrator, even if your report is not "indicated." The law presumes you reported in good faith. To successfully sue you, the parent or perpetrator would have to prove that you willfully lied.