

#4120

**Reports of Suspected Abuse or Neglect of Adults  
with an Intellectual Disability or Autism Spectrum Disorder**

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Section 46a-11b of the Connecticut General Statutes requires that certain school personnel report any suspected abuse or neglect of persons between eighteen (18) and sixty (60) years of age who: 1) have an intellectual disability or 2) receive funding or services from the Department of Social Services' ("DSS") Division of Autism Spectrum Disorder Services. In furtherance of this statute and its purpose, it is the policy of the Madison Board of Education (the "Board") to require ALL EMPLOYEES of the Board to comply with the following procedures in the event that, in the ordinary course of their employment or profession, they have reasonable cause to suspect that a person with an intellectual disability or an individual receiving funding or services from DSS' Division of Autism Spectrum Disorder Services between eighteen (18) and sixty (60) years of age has been abused or neglected.

1. Scope of Policy

This policy applies not only to employees who are required by law to report suspected abuse and/or neglect of adults with intellectual disabilities, but also to ALL EMPLOYEES of the Board.

2. Definitions

For the purposes of this policy:

"Abuse" means the willful infliction of physical pain or injury or the willful deprivation by a caretaker of services which are necessary to the person's health or safety.

"Neglect" means a situation where a person with an intellectual disability either is living alone and is not able to provide for himself or herself the services which are

34 necessary to maintain his or her physical and mental health, or is not receiving such  
35 necessary services from the caretaker.

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37 "Statutorily Mandated Reporter" means an individual required by Conn. Gen. Stat.  
38 Section 46a-11b to report suspected abuse and/or neglect of adults with intellectual  
39 disabilities. In the public school context, the term "statutorily mandated reporter"  
40 includes teachers, school administrators, school guidance counselors,  
41 paraprofessionals, licensed behavior analysts, registered or licensed practical nurses,  
42 psychologists, social workers, licensed or certified substance abuse counselors,  
43 mental health professionals, physical therapists, occupational therapists, dental  
44 hygienists, speech pathologists, and licensed professional counselors.

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46 3. Reporting Procedures for Statutorily Mandated Reporters

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48 If a statutorily mandated reporter has reasonable cause to suspect or believe that any  
49 person with an intellectual disability, or any individual who receives funding or  
50 services from DSS' Division of Autism Spectrum Disorder Services, between  
51 eighteen (18) and sixty (60) years of age has been abused or neglected, the mandated  
52 reporter shall, as soon as practicable, but not later than forty-eight (48) hours after  
53 having reasonable cause to suspect abuse or neglect, make an oral report to:

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55 Abuse Investigation Division  
56 Department of Developmental Services ("DDS")  
57 460 Capitol Avenue  
58 Hartford, Connecticut 06106  
59 Telephone: 1-844-878-8923  
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61 An unsuccessful attempt to make an initial report to DDS on the weekend, holiday, or  
62 after business hours shall not be construed as a violation of this policy or applicable  
63 law if the mandatory reporter makes reasonable attempts to make such report as soon  
64 as practicable after the initial attempt. For purposes of this policy, "reasonable

65 attempts” means documented efforts to contact DDS by phone, electronic mail or in  
66 person.

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68 The statutorily mandated reporter shall also immediately notify the Superintendent.  
69 Such initial oral report shall be followed by a written report to the Abuse  
70 Investigation Division of DDS not later than five calendar days after the initial oral  
71 report was made, and a copy of any written report shall be given to the  
72 Superintendent.

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74 4. Reporting Procedures for Non-Statutorily Mandated Reporters

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76 The following procedures apply only to employees who are not statutorily mandated  
77 reporters, as set forth above.

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79 a) If an employee who is not a statutorily mandated reporter has reasonable cause to  
80 suspect that any person with an intellectual disability, or any individual who  
81 receives funding or services from the DSS’ Division of Autism Spectrum  
82 Disorder Services, between eighteen (18) and sixty (60) years of age has been  
83 abused or neglected, the following steps shall be taken.

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85 (1) The employee shall as soon as practicable, but not later than forty-eight (48)  
86 hours after having reasonable cause to suspect abuse or neglect, make an oral  
87 report by telephone or in person to the Superintendent of Schools or his/her  
88 designee, to be followed by an immediate written report to the Superintendent  
89 or his/her designee.

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91 (2) If the Superintendent or his/her designee determines that there is reasonable  
92 cause to suspect or believe that any person with an intellectual disability, or  
93 any individual who receives funding or services from the DSS’ Division of  
94 Autism Spectrum Disorder Services, between eighteen (18) and sixty (60)  
95 years has been abused or neglected, the Superintendent or designee shall cause

96 reports to be made in accordance with the procedures set forth for statutorily  
97 mandated reporters, set forth above.

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99 b) Nothing in this policy shall be construed to preclude an employee from reporting  
100 suspected abuse and/or neglect of adults with intellectual disabilities, or any  
101 individual who receives funding or services from the DSS' Division of Autism  
102 Spectrum Disorder Services, directly to the Abuse Investigation Division of DDS.

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104 5. Contents of Report

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106 Any oral or written report made pursuant to this policy shall contain the following  
107 information, if known:

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109 a) the name and address of the allegedly abused or neglected person;

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111 b) a statement from the reporter indicating a belief that the person is  
112 intellectually disabled or receives funding or services from the DSS' Division  
113 of Autism Spectrum Disorder Services, together with information indicating  
114 that the person is unable to protect himself or herself from abuse or neglect;

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116 c) information concerning the nature and extent of the abuse or neglect; and

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118 d) any additional information that the reporter believes would be helpful in  
119 investigating the report or in protecting the person with an intellectual  
120 disability or who receives funding or services from the DSS' Division of  
121 Autism Spectrum Disorder Services.

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123 6. Investigation of the Report

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125 If the suspected abuser is a school employee, the Superintendent shall thoroughly  
126 investigate the report, and shall, to the extent feasible, endeavor to coordinate any

127 such investigation with the investigation conducted by the Abuse Investigation  
128 Division of DDS.

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130 The Superintendent's investigation shall include an opportunity for the suspected  
131 abuser to be heard with respect to the allegations contained within the report. During  
132 the course of an investigation of suspected abuse by a school employee, the  
133 Superintendent may suspend the employee with pay or may place the employee on  
134 administrative leave with pay, pending the outcome of the investigation.

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136 If the investigation by the Superintendent and/or the Abuse Investigation Division of  
137 DDS produces evidence that a person with an intellectual disability, or any individual  
138 who receives funding or services from the DSS' Division of Autism Spectrum  
139 Disorder Services, has been abused by a school employee, the Superintendent and/or  
140 the Board, as appropriate, may take disciplinary action, up to and including  
141 termination of employment.

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143 7. Delegation of Authority by Superintendent

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145 The Superintendent may appoint a designee for the purposes of receiving and making  
146 reports, notifying and receiving notification, or investigating reports pursuant to this  
147 policy.

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149 8. Disciplinary Action for Failure to Follow Policy

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151 Any employee who fails to comply with the requirements of this policy shall be  
152 subject to discipline, up to and including termination of employment.

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154 9. Non-discrimination Policy

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156 The Board shall not discharge or in any manner discriminate or retaliate against any  
157 employee who, in good faith, makes a report pursuant to this policy, or testifies or is  
158 about to testify in any proceeding involving abuse or neglect.

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162 Legal References:

163 Connecticut General Statutes:

164 Section 46a-11a

165 Section 46a-11b et seq.

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