

MANDATORY REPORTING GUIDELINES

	Type of Report	What Is Reported?	Who Reports?	When?	How?
CO Law – Child	Mandatory for select employees	Child Abuse and/or neglect (child = 0-18 years)	• Mandatory ◦ Medical professionals – acting in the scope of a medical professional ◦ Clergy members ◦ Porter-Billings Leadership • Non-mandatory individuals may choose to report	No longer than 24 hours after learning of the event	800-CO-4-KIDS
CO Law – At-risk Adult	Mandatory for select employees	Adult mistreatment (self-neglect of at-risk adult or at-risk adult mistreatment)	• Mandatory ◦ Health care or health care related services ◦ Social workers ◦ Psychologists • Non-mandatory individuals may choose to report	Within 24 hours	Call Adult Protective Services (APS) for the county where the at-risk adult lives
Clergy	Mandatory for select employees	Allegations of Clergy Act Crimes that are reported to them IN THEIR CAPACITY as a Campus Security Authority. • Non-Negligent Manslaughter • Manslaughter by negligence • Sexual assault • Robbery • Aggravated assault • Burglary • Motor vehicle theft • Arson • Hate crimes • Hazing crimes • Domestic violence • Dating violence • Stalking • Arrests and referrals ◦ Weapons law violations ◦ Drug law violations	Mandatory CSA (Campus Security Authority) • Campus Safety • Dean of Students • Athletics Directors, Coaches, and Staff • CDAs • Students who monitor access to dorms • Clubs/Orgs Faculty Advisors • Title IX Coordinator • Director of Counseling Center • Victim Advocate	When a Clergy Crime is reported to a CSA	Incident Report Form



<u>Title IX</u>	Mandatory – for all employees (except designated confidential or privileged employees)	Discrimination based on sex – including • sexual misconduct / harassment / assault • domestic / dating violence • stalking	• Mandatory ◦ All Regis employees (except designated confidential or privileged employees) ◦ Any student employee who receives a report while working • Students and off-duty Student employees may choose to report • Confidential and privileged employees may only report with permission ◦ University Ministry ◦ Jesuits (while acting in their roles) ◦ Regis Spiritual Directors ◦ Victim Advocacy & Violence Prevention Office ◦ Regis Behavioral Health Counselors	When learn of underlying issue	Sexual Misconduct
<u>Equal Opportunity</u>	Discretionary	Any form of discrimination based on protected classes: • gender identity, pregnancy, parenting, sexual orientation, race, color, national and ethnic origin, age, disability, veteran status, genetic information, ancestry, or religion	Anyone in Regis community may choose to report • Student • Staff • Faculty	As needed	Discrimination and Bias Report Form
<u>CARE Team</u>	Discretionary	• Academic decline, attendance concerns • Mental health strain, financial hardship, food/housing insecurity • Suicidal ideation, hospitalization, safety threats	Anyone in Regis community who identifies a student who needs additional support may choose to refer.	As needed	Student: Concern for Student Report Staff/faculty: Student of Concern Form
<u>VAVP</u>	Discretionary	• Needs a confidential resource • Relationship confusion, domestic/dating violence, sexual assault or stalking, interpersonal violence • Questions about whether something is “reportable” or not • Student, staff or faculty unsure of what steps to take	Anyone in the Regis community may choose to refer.	As needed	Student Center 217D vavp@regis.edu Book an appointment