CONSIDERATIONS FOR WRITING ELDER ABUSE REPORTING PROTOCOLS

The following are points to consider when developing agency protocols for reporting elder abuse.

☐ **Training for Staff and Volunteers**

✓ How will you train staff and volunteers to recognize signs of elder abuse and exploitation?

✓ How will you train staff and volunteers on their obligation and legal responsibility to report suspected elder abuse and exploitation? Be sure to communicate internal policies regarding mandatory reporting as well.

✓ Who will provide the training?

✓ Determine how often staff and volunteers should attend training (e.g., annually or bi-annually) and create a communications strategy for communicating responsibilities throughout the year (e.g. email notifications, posters, staff meetings).

☐ **Reporting:** The law requires the person who suspects abuse of an individual age 70 or older to call law enforcement.

✓ Will your agency require that a supervisor be notified when a call to law enforcement is made?

✓ Will your agency require that a supervisor be present when a call to law enforcement is made?

✓ Will your agency require that anyone else be notified (internally) of a report to law enforcement?

☐ **Documentation**

✓ Determine who in your agency who will keep record of these reports.

✓ Determine what information will be recorded in clients’ case records.

✓ Determine what information will be shared with law enforcement and what must remain confidential.

For assistance in developing a protocol, you may contact:

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