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MEMORANDUM

TO: Regional/Training School Directors

FROM: Bette Parisen, Special Protections Coordinator, Central Office

DATE: June 18, 2002

SUBJECT: Procedure No. I.F.PR.001
Abuse/Neglect Prevention, Reporting, Notification, Investigation, Resolution
And Follow-Up.

It has been brought to my attention that there is some confusion in regards to the reporting of verbal abuse. The procedure is as follows:

Verbal abuse **is not** reportable to the Office of Protection and Advocacy by statute. All allegations of verbal abuse are to be reported to the Regional Abuse/Neglect Liaison or in their absence, the Special Protections Coordinator. DMR Abuse/Neglect forms can be obtained from the liaison.

Revision of the above procedure will be forthcoming in the near future. I apologize for the misunderstanding.

Cc: Regional Abuse/Neglect Liaisons