



Making A Report

GLOSSARY:

- ROSH:** Risk of Significant Harm
- MRG:** Mandatory Reporters Guide
- CS:** Community Services
- CWU:** Child Wellbeing Unit
- CP:** Child Protection
- Child:** Under 16 years of age
- Young Person:** Under 18 years of age

HEALTH STAFF (MANDATORY REPORTER HAS CONCERN(S) ABOUT SAFETY, WELFARE OR WELLBEING OF A CHILD OR YOUNG PERSON)

Apply MRG

Print and file MRG Decision in health Record and document in progress notes

Follow MRG decision and advice

HEALTH STAFF LOOKING FOR REFERRAL PATHWAYS FOR CHILD / YOUNG PERSON AND / OR FAMILY

REPORT TO CHILD PROTECTION HELPLINE
Imminent ROSH (immediate phone call to CP Helpline)
ROSH (agreed reporting method; eg. Fax, email, phone)
133 627

DOCUMENT AND CONTINUE RELATIONSHIP WITH CHILD / YOUNG PERSON AND / OR FAMILY

AFTER HOURS:
CONTACT CWU: 1300 480 420
And follow the prompts to leave a voice message. Options are also given to email or fax to the CWU

Feedback to Mandatory Reporter

CONTACT CHILD WELLBEING UNIT
1300 480 420
CWUs ROLE:

- Determine if client has open/active case with CS
- Review concerns and confirm suspected level of risk
- Review information held in CWU database (ie. Assess cumulative risk)
- Consult with Community Services
- Consult with other agencies involved
- Assist in detailing action/support plan (including referral pathways)

Document and continue with agreed case management plan

Following appraisal, if risk considered ROSH, then either health Staff or CWU Assessment Officer will report to the CP Helpline

Helpline Feedback

Determined ROSH

DETERMINED NON ROSH

Document and continue relationship with child / family / young person and / or family

CONTACT CWU
1300 480 420