

COUNCIL PROCEDURE MANUAL

SUBJECT: Child Abuse Reporting	PREPARED BY: Donna Machen
EFFECTIVE DATE: 08/01/2016	APPROVED BY: Alex Tyms
SECTION: Program	PROCEDURE #: F-2

The following procedure is to be followed in **all** situations of suspected child abuse.

- **Suspicion of abuse of a child by a person involved in the Scouting program whether registered or unregistered.**

Contact the Scout Executive or Assistant Scout Executive as soon as possible. Provide as much information as possible about the situation. The Scout Executive, or designee, will advise you of any action you should take.

Report the incident to the local Police and Human Services Departments. If the youth is a member of the Scouting program contact the Scout Executive, or designee, and advise them of the incident.

All instances of suspected child abuse are to be reported to the police in the locality where the incident occurred.

Suspicion of abuse of a child related to Program:

Glacier's Edge Council, Boy Scouts of America Phone Numbers	
In the Madison / Janesville local calling area	(608) 310-7300 / (608) 314-3193
Outside the Madison / Janesville local calling area (Wisconsin only)	(800) 213-1418 / (888) 388-0626
After hours and weekend contact numbers	Phone Numbers:
Alex Tyms, Scout Executive	(608) 692-5558 Cell
Don Olsen, Direct of Field Services	(608) 843-3135 Cell
Nick Rose, Camping Executive	(608) 322-0908 Cell
Margaret Williams, Development Director	(608) 235-0536 Cell
Preston Irving, Yahara District Executive	(608) 335-2243 Cell
Breck Dokken, Mohawk Senior District Executive	(608) 770-8683 Cell
Andrew Olsen, Indian Trails District Director	(608) 289-9671 Cell
Don Olsen, Wisconsin River District	(608) 843-3135 Cell

- **Suspicion of abuse of a child, whether in the program or not, by a person not related to the program.**

Wisconsin - State Department of Health & Social Services		Office Hours: 7:00 a.m. – 4:30 p.m. (608) 266-3036
COUNTY	DEPARTMENT	PHONE
Adams	Dept. of Health & Social Services 108 E. North Street Friendship 53934-0500	Office hours: (608) 339-4505 After hours: (608) 339-4505 FAX: (608) 339-4585
Columbia	Dept. of Health & Human Services PO Box 136 Portage 53901	Office hours: (608) 742-9227 After hours: (608) 742-9227 FAX: (608) 742-9700
Dane	Dept. of Human Services Children, Youth & Family Services Intake 2322 South Park Street Madison 53713	Office hours: (608) 261-5437 After hours: (608) 255-6067 FAX: (608) 261-9903
Dodge	Dept. of Human Services County Office Building 143 E Center Street Juneau 53039	Office Hours: (920) 386-3750 After Hours: (920) 887-6713 FAX: (920) 386-3533
Grant	Department of Social Services PO Box 447 8820 Hwy 35 & 61 South Lancaster 53813	Office Hours: (608) 723-2136 After Hours: (608) 723-2157 FAX: (608) 723-4834
Green	Dept. of Human Services N3152 Hwy 81 Monroe 53566	Office Hours: (608) 328-9399 After Hours: (608) 328-9393 FAX: (608) 328-9480
Iowa	Department of Social Services 303 W Chapel St Dodgeville 53533	Office Hours: (608) 930-9801 After Hours: (608) 935-3314 FAX: (608) 935-9754
Jefferson	Human Services Department 1541 Annex Road Jefferson 53549	Office Hours: (920) 674-3105 After Hours: (920) 674-3105 FAX: (920) 674-6113
Juneau	Department of Human Services 220 E La Crosse Street Mauston 53948	Office Hours: (608) 847-2400 After Hours: (608) 847-6161 FAX: (608) 847-9421

COUNTY	DEPARTMENT	PHONE
Lafayette	Human Services 627 Main Street, Box 206 Darlington 53530	Office Hours: (608) 776-4800 After Hours: (608) 776-4848 FAX: (608) 776-4914
Marquette	Dept. of Human Services 428 Underwood Ave PO Box 405 Montello 53949	Office Hours: (608) 297-3124 After Hours: (608) 297-2115 FAX: (608) 297-8718
Sauk	Department of Human Services 505 Broadway, 4 th Floor PO Box 29 Baraboo 53913	Office Hours: (608) 355-4200 After Hours Crisis Line: (800) 533-5692 FAX: (608) 355-4299
Richland	Department of Social Services 221 W Seminary Richland Center 53581	Office Hours: (608) 647-8821 After Hours: (608) 647-2106 FAX: (608) 647-6611
Rock	Human Services Dept. 3530 N County Trunk F PO Box 1649 Janesville 53547	Office Hours: (608) 757-5401 General Switchboard: (608) 757-5200 FAX: (608) 757-5374
Walworth	Dept. of Health & Human Services W4051 Hwy NN PO Box 1005 Elkhorn 53121	Office Hours: (262) 741-3200 (800) 365-1587 After Hours: (262) 741-3200 (800) 365-1587 FAX: (262) 741-3217 TTY: (262) 741-3255
All Illinois Counties	Dept. of Children & Family Services 100 W Randolph St Ste 6-200 Chicago 60601	State of Illinois Child Abuse Hotline: 24 Hour: (800) 252-2873 TTY: (800) 358-5117