

Legal

CHILD ABUSE TELEMEMO

Service _____

1. Date and time of telephone call: _____
2. Person handling call: _____
3. Name and phone number of caller: _____
4. Congregation name, city, and state of caller: _____
5. Name, age, and congregation status of offender: _____
6. Name, age, and congregation status of victim: _____
7. Briefly describe the nature and extent of abuse: _____

CONFIDENTIAL

8. When did the abuse occur? _____
9. Is victim in same home with offender? _____
10. What efforts are being made to protect victim? _____

11. Has a report been made to authorities? YES-☐ NO-☐

12. Give details of how reported: _____

13. Who else has knowledge of abuse? _____

14. Have any elders been contacted by authorities for testimony or cong. records? YES-☐ NO-☐

15. Direction given:

NONREPORTING ☐

The elders have no duty to report child abuse under the child abuse reporting law. Whether others who have knowledge make a report or pursue the matter legally is a personal decision. We explained the Society's policy of confidentiality and directed the elders to contact the Legal Department if they are subpoenaed. We had no legal objection to the elders handling this matter as they would any other case of serious wrongdoing. The elders should refer to the *Awake!* issues on child abuse (6-22-82, 1-22-85, 12-22-86, 10-1-83) in giving appropriate spiritual assistance to the family. Positive steps should be taken to prevent further abuse. The elders should monitor the situation carefully for the protection of other potential victims.

REPORTING ☐

The elders have a duty to report child abuse under the child abuse reporting law. They should speak to the offender directly and find out if he is willing to turn himself in. If he is unwilling, there may be someone else who has knowledge of the abuse who will make a report. If no one who has knowledge of the abuse is willing to make a report, two elders should make an anonymous phone report from a neutral location, such as a phone booth. They should keep a written record of who made the call, to whom it was made, the date and time of the call, and other pertinent factors. This record should then be signed by the two elders and placed in congregation files as proof that a report of child abuse was made in compliance with the law. We explained the Society's policy of confidentiality and directed the elders to contact the Legal Department if they are subpoenaed. We had no legal objection to the elders handling this matter as they would any other case of serious wrongdoing. The elders should refer to the *Awake!* issues on child abuse (6-22-82, 1-22-85, 12-22-86, 10-1-83) in giving appropriate spiritual assistance to the family.

16. Other direction: _____

17. Follow up required: _____

See Reverse Side ☐

1989

WTNY 00566

DESK: *Legal*

Service

CHILD ABUSE TELEMemo

Date of telephone call:

Person handling call:

Name of caller:

Congregation name, city, and state of caller:

Name, age, and congregation status of offender:

Name, age, and congregation status of victim:

Briefly describe the nature and extent of abuse:

CONFIDENTIAL

Direction given:

Follow up required:

1992

Legal

CHILD ABUSE TELEMemo

Service _____

1. Date and time of telephone call: _____
2. Person handling call: _____
3. Name and phone number of caller: _____
4. Congregation name, city, and state of caller: _____
5. Name, age, and congregation status of offender: _____
6. Name, age, and congregation status of victim: _____
7. Briefly describe the nature and extent of abuse: _____

CONFIDENTIAL

8. When did the abuse occur? _____ ☐ Confessed ☐ Denied ☐ Unknown
9. Is victim in same home with offender? _____
10. What efforts are being made to protect victim? _____

11. Has a report been made to authorities? YES-☐ NO-☐

12. Give details of how reported: _____

13. Who else has knowledge of abuse? _____

14. Have any elders been contacted by authorities for testimony or cong. records? YES-☐ NO-☐

15. Direction given:

NONREPORTING ☐REPORTING ☐

Elders have no duty to report child abuse under the child abuse reporting law. Whether others who have knowledge make a report or pursue the matter legally is a personal decision. We explained the Society's policy of confidentiality and asked the elders to review the letter of July 1, 1989. Encourage parties not to involve the congregation if authorities investigate. Contact the Legal Department if they are subpoenaed. No legal objection to the elders handling this as any other case of serious wrongdoing. The elders should refer to the letter of March 23, 1992, and use the articles cited on child abuse in giving appropriate spiritual assistance to the family. (See also Awake! 10-8-93) Treat victim with extreme thoughtfulness and kindness. Is it necessary to make the sexual abuse victim, who is still a minor, confront the accused? Positive steps should be taken to prevent further abuse. The elders should monitor the situation carefully for the protection of other potential victims.

Elders have a duty to report child abuse under the child abuse reporting law. They should speak to the offender directly and find out if he is willing to turn himself in. If he is unwilling, there may be someone else who has knowledge of the abuse who will make a report. If no one who has knowledge of the abuse is willing to make a report, two elders should make an anonymous phone report from a neutral location, such as a phone booth. They should keep a written record of who made the call, to whom it was made, the date and time of the call, and other pertinent factors. This record should then be signed by the two elders and placed in congregation files as proof that a report of child abuse was made in compliance with the law. We explained the Society's policy of confidentiality and asked the elders to review the letter of July 1, 1989. Encourage parties not to involve the congregation if authorities investigate. Contact the Legal Department if they are subpoenaed. No legal objection to the elders handling this as any other case of serious wrongdoing. The elders should refer to the letter of March 23, 1992, and use the articles cited on child abuse in giving appropriate spiritual assistance to the family. (See also Awake! 10-8-93) Treat victim with extreme thoughtfulness and kindness. Is it necessary to make the sexual abuse victim, who is still a minor, confront the accused? Positive steps should be taken to prevent further abuse. The elders should monitor the situation carefully for the protection of other potential victims.

16. Other direction: _____

17. Follow up required: _____

See Reverse Side ☐

1993

WTNY 00569

18. Additional comments: _____

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SURVEY QUESTIONS

1. What action has been taken by the elders? _____
2. How long have the elders known of the accusation before calling Legal? _____
3. Have the elders reviewed the letter of: Yes No
 July 1, 1989 _____
 March 23, 1992 _____
 February 3, 1993 _____
4. Have previous accusations been made against the accused? _____
5. Has the child received a medical examination? _____
6. What person brought this charge to the elders? _____
7. Where did any conversations with the child occur? _____
8. Did the elders talk directly with the child? _____
9. How many elders felt that the victim was somewhat at fault or willingly participated in the acts? _____

CM PROFILE

Attorney-Client Privileged

CONFIDENTIAL

Legal:

1. Date entered:
2. Caller's name:
3. Congregation:
3. Accused:
4. Congregation:
5. Date of Birth:
6. Did he ever serve as an elder, ministerial servant, or pioneer? ☐ No ☐ Yes
7. When did he serve? In what capacity?
8. Relationship(s) of accused to victim(s)?
9. Victim(s):
10. Congregation:
11. Who reported:
12. Relationship of reporter to victim? to accused?
13. Have elders spoken with the accused? ☐ No ☐ Yes
14. Under what circumstances?
15. Admitted to elders? Denied? ☐ Confessed ☐ Denied ☐ Unknown
16. Briefly, the nature and extent of abuse:
17. Categorize the abuse:
18. When did abuse occur?
19. Now living in same home? ☐ No ☐ Yes
20. Other minors living in same home?
21. What efforts to protect victim(s)?
22. Reported to authorities? ☐ No ☐ Yes
23. Give details of how reported:
24. Who has knowledge of abuse?
25. Elders contacted by authorities? ☐ No ☐ Yes
26. Direction given: See Statutes book
27. Other direction:
28. Comments...
29. Follow-up description:
30. Follow-up date: