DEPARTMENT OF CORRECTIONS

Policy Number:	**107.080**
Title:	**Response to Reports of Maltreatment of Minors and Vulnerable Adults**
Effective Date:	**1/7/20**

PURPOSE: To provide guidelines for reporting maltreatment of minors and vulnerable adults, and prenatal exposure to controlled substances.

APPLICABILITY: Office of special investigations (OSI); fugitive apprehension unit members (FAUMs)

DEFINITIONS:
Minor – any person under the age of 18.

Vulnerable adult – as defined in Minnesota Statute § 626.5572, Subd. 21; not to include facilities licensed by the department of corrections.

PROCEDURES:

A. When a FAUM has reason to believe or a witness alleges to them that a minor, vulnerable adult or unborn child has been maltreated, the FAUM must immediately notify the law enforcement agency with jurisdiction and report the incident.

B. The FAUM must stay with the victim until the arrival of local law enforcement.

C. The FAUM must complete a fugitive apprehension unit (FAU) augmented criminal investigation support system (ACISS) report documenting the FAUM's knowledge of the maltreatment and must make the report accessible to the law enforcement agency with jurisdiction.

D. The FAUM notifies the deputy director – fugitive unit a report has been completed in ACISS.

E. The director of OSI contacts the Minnesota Department of Public Safety – Bureau of Criminal Apprehension (BCA) through the filing of a monthly report. Original reports are retained by the director of OSI.

F. FAUMs are immune from any civil or criminal liability that might result from their actions if they are acting in good faith. Failure to report such an incident is a misdemeanor according to state law. The law also makes persons required to report liable for damages caused by the intentional or negligent failure to report the incident.

INTERNAL CONTROLS:

A. FAUM reports are recorded and retained in ACISS.

B. Monthly report(s) submitted to the BCA are retained electronically by the director of OSI.

ACA STANDARDS: None

REFERENCES: Minn. Stat. §§ 299C.53; 609.378; 626.556; 626.5572, Subd. 21; and 626.557

REPLACES: Policy 107.080, "Response to Reports of Maltreatment of Minors and Vulnerable Adults," 6/5/18.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVALS:
Deputy Commissioner, Community Services
Deputy Commissioner, Facility Services
Assistant Commissioner, Operations Support
Assistant Commissioner, Facility Services