**§4012. Reporting procedures**

**1. Immediate report.**  Reports regarding abuse or neglect must be made immediately by telephone to the department unless otherwise specified in this subsection and must be followed by a written report within 48 hours if requested by the department.

Medical professionals, hospitals and hospital staff, school personnel and law enforcement personnel may submit reports electronically. The department shall provide a portal through which these electronic reports may be submitted that is linked to the department's comprehensive child welfare information system.

[PL 2021, c. 116, §1 (AMD).]

**2. Information required.**  The reports shall include the following information if within the knowledge of the person reporting:

A. The name and address of the child and the persons responsible for the child's care or custody; [RR 2021, c. 2, Pt. B, §183 (COR).]

B. The child's age and sex; [PL 1979, c. 733, §18 (NEW).]

C. The nature and extent of abuse or neglect, including a description of injuries and any explanation given for them; [PL 1979, c. 733, §18 (NEW).]

D. A description of sexual abuse or exploitation; [PL 1979, c. 733, §18 (NEW).]

E. Family composition and evidence of prior abuse or neglect of the child or the child's siblings; [RR 2021, c. 2, Pt. B, §184 (COR).]

F. The source of the report, the person making the report, the person's occupation and where the person can be contacted; [RR 2021, c. 2, Pt. B, §185 (COR).]

G. The actions taken by the reporting source, including a description of photographs or x rays taken; and [PL 1979, c. 733, §18 (NEW).]

H. Any other information that the person making the report believes may be helpful. [PL 1979, c. 733, §18 (NEW).]

[RR 2021, c. 2, Pt. B, §§183-185 (COR).]

SECTION HISTORY

PL 1979, c. 733, §18 (NEW). PL 2011, c. 402, §2 (AMD). PL 2021, c. 116, §1 (AMD). RR 2021, c. 2, Pt. B, §§183-185 (COR).

The State of Maine claims a copyright in its codified statutes. If you intend to republish this material, we require that you include the following disclaimer in your publication:

*All copyrights and other rights to statutory text are reserved by the State of Maine. The text included in this publication reflects changes made through the Second Regular Session of the 131st Maine Legislature and is current through January 1, 2025
. The text is subject to change without notice. It is a version that has not been officially certified by the Secretary of State. Refer to the Maine Revised Statutes Annotated and supplements for certified text.*

The Office of the Revisor of Statutes also requests that you send us one copy of any statutory publication you may produce. Our goal is not to restrict publishing activity, but to keep track of who is publishing what, to identify any needless duplication and to preserve the State's copyright rights.

PLEASE NOTE: The Revisor's Office cannot perform research for or provide legal advice or interpretation of Maine law to the public. If you need legal assistance, please contact a qualified attorney.