



JUST REPORT IT

All members of the University community who, in their professional or official capacity, have reason to suspect child abuse or neglect, must report the matter immediately to the local department of social services of the county or city wherein the child resides or wherein the abuse or neglect is believed to have occurred or to the Virginia Department of Social Services (DSS) toll-free child abuse and neglect hotline 1-800-552-7096. After making this report, the University of Virginia Office of Youth Protection must be notified.

If you are a non-affiliated person (do not have NetBadge to access Just Report It), you may notify the University of your report by filling out this form and transmitting it to the Office of Youth Protection at youthprotection@virginia.edu. Please note that affiliated persons should submit this notification by logging into <http://justreportit.virginia.edu>.

For consultation, please contact the Office of Youth Protection.

Your name: _____

Your unit/ program/ activity: _____

Your phone number: _____

Your email: _____

Did the alleged abuse/neglect occur on University property or during a University-sponsored activity/ program?

Yes

No

Where did the incident occur? _____

Name of minor (if known): _____

Is the alleged perpetrator affiliated with the University (including student, faculty or staff)?

Date of incident of abuse/neglect or discovery of incident: _____

Time of incident of abuse/neglect or discovery of incident: _____

Briefly describe the incident that led you to make a report:

Which agency was the abuse/neglect reported to?

Police/ 911

Virginia Department of Social Services (DSS) toll-free child abuse and neglect hotline 1-800-552-7096

Other local department of social services (please specify) _____

What was the report date to the agency? _____

What was the referral number given to this case by the agency? _____