



Northwest Missouri State University

Child Abuse and/or Neglect Form

This form should be completed to help provide information when reporting abuse and/or neglect to the Child Abuse Hotline, (1-800-392-3738). Please save this form as documentation.

Date of Report: _____

Time of Report: _____

Report Submitted to: _____

Report Submitted by: _____

Reporter's Phone #: _____

Reporter's Email Address: _____

Reporter's Address: _____

Name of Child Involved: _____

Child's Current Location (if known): _____

Child's Parent/Guardian Name & Contact Info (if known): _____

Name of Accused: _____

Relationship of Accused to Child: _____

Role or Title of Accused: _____

Date/Time/Location of Observation or Incident: _____

Statement of what occurred or was observed:

Provide as detailed a description as possible of what you saw or was reported to you. Use direct quotes as appropriate. Please include any previous incidents related to this child or the accused which may be pertinent to the investigation. (Use additional pages if needed)

DO NOT question a child for any more information than they willingly provide. Trained investigators will handle those duties.

Please provide the name of any other individuals who may be aware of the suspected abuse or neglect and their contact information. Please include how these individuals learned of the abuse or neglect if you are aware of how they learned this information.

Reporter's Signature: _____

Date Signed: _____

Contact University Police at 660-562-1254 for questions regarding completing this form.