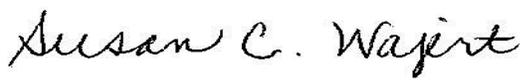


SUPERSEDES: NEW	SECTION: 100-Administration
POLICY AND PROCEDURE MANUAL MERCY COLLEGE OF OHIO, TOLEDO, OHIO  Signature: Dr. Susan Wajert, President	CODE NO. 174
	SUBJECT: Minors on Campus
	DATE ORIGINATED: March 16, 2015
	DATE COMMITTEE BOARD APPROVED: 08/25/2015
	DATE BOARD APPROVED: 09/08/2015
	DATE OF NEXT REVIEW: Annually

Purpose: To recognize that children are a valued part of the Mercy College of Ohio (“the College”) community which is committed to providing appropriate supervision to minors who are involved in Campus-sponsored programs both on and off-campus and for College sponsored programs held on the College’s campus. Therefore, the College has created policies aimed at protecting children who are involved with the community.

Reporting Child Abuse or Neglect Policy

I. Presence of Minors on Campus

Minors visit the College for a variety of reasons. They may visit as prospective students, as participants on field trips, to attend camps, and for other occasions. Whatever the reason for their presence, the College’s employees are to be particularly vigilant regarding their safety and security.

II. Definitions

1. "Authorized Adult" is an individual, age 18 and older, paid or unpaid, who interacts with, supervises, chaperones, or otherwise works with minors in program activities, or recreational, and/or residential facilities. This includes but is not limited to: faculty, employees, staff, volunteers, undergraduate students, employees provided by temporary agencies, and independent contractors/consultants. The role of authorized adult may include positions such as counselors, chaperones, instructors, and other similarly situated persons.
2. “Campus” includes Mercy College property including the off-campus residence facility.
3. “Child Abuse” includes physical abuse, sexual abuse, emotional or mental abuse, and neglect, all as further described in Section III of this policy.
4. “Legal Guardian” is any person appointed under applicable law to have the care and management of the person, the estate, or both of a minor.
5. “Mandatory Reporters” are a category of individuals derived from the Ohio Revised Code (ORC) section 2151.421 which include but are not limited to: attorneys, physicians, registered nurses, licensed practical nurses, or other healthcare professionals, licensed psychologists, licensed school psychologists, administrators or employees of a child day care center, administrators or employees of a residential camp or child day camp, administrators or employees of a certified child care agency or other public or private

children services agency, school teachers, school employees, school authority, and persons engaged in social work or the practice of professional counseling.

6. "Minors" are persons under the age of eighteen (18) who are not enrolled or accepted for enrollment at Mercy College of Ohio as a student. The term "minors" and "children" are used interchangeably in this policy.
7. "One-On-One Contact" is personal, unsupervised interaction between any authorized adult and a single participant minor without at least one other authorized adult, parent or legal guardian being present.
8. "Parent" is the natural parent or adoptive parent as recognized under the law, of a minor child whose parental rights and responsibilities have not been terminated under applicable law.
9. "Programs" are programs and activities offered by various academic or administrative units of the College, whether on College property or not, or by non-college groups using college facilities. This includes but is not limited to workshops, sport camps, academic camps, conferences, pre-enrollment visits, employment, Campus Ministry and other similar activities.
10. "Program Participants" are minors who are involved in College-sponsored programs both on and off campus and for non-College sponsored programs held on the campus.
11. "Sponsoring Unit" is the academic or administrative unit of the College, which offers a program or gives approval for housing or use of facilities.
12. "Works with Minors" means participating in any of the activities identified in this document in which an adult has the potential to work with and/or be alone with a minor, unless the adult is the parent, legal guardian or a person entrusted by the parent or legal guardian of a minor with the care of the minor.

III. Reporting Suspected Abuse or Neglect

1. Consistent with Ohio law, it is the college's policy that any employee who knows or has reasonable cause to suspect that a minor has been subjected to abuse or neglect, may be subjected to abuse or neglect, or faces a threat of abuse or neglect shall immediately make a report to one of the following:
 - a. Ohio's Hotline: Ohio's Child Abuse Reporting Hotline at 1-855-OH-CHILD (1-855-642-4453)
 - b. Toledo Resources:
 - Lucas County Children Services Agency
 - Child Abuse & Neglect Hotline:
 - 419-213-CARE (419-213-2273)
 - In person report:
 - 705 Adam St., Toledo, OH 43604
 - Hours: 8:00-5:00, Mon-Fri
 - Toledo Police Department

- Emergency: 911
- Non-emergency: 419-245-3246

Youngstown Resources:

Mahoning County Children Services Agency

- Child Abuse & Neglect Hotline:
 - 330-941-8888
- In person report:
 - 222 W. Federal St., 4th Floor, Youngstown, OH 44503
 - Hours: 8:30-4:30, Mon-Fri

Youngstown Police Department

- Emergency: 911
- Non-emergency: 330-742-8926

2. To the extent possible, the report made pursuant to Section III.A should include the following information:
 - a. The names and address(es) of the child and the child's parents or the person or persons having custody of the child.
 - b. The child's age.
 - c. The nature and extent of the child's injuries, abuse, or neglect (or the threat thereof) that is known or reasonably suspected or believed to have occurred, including any evidence of previous injuries, abuse, or neglect.
 - d. Any other information that might be helpful in establishing the cause of the injury, abuse, or neglect (or the threat thereof) that is known or reasonably suspected or believed to have occurred.
3. After the report has been made pursuant to Section III.1, the reporter should promptly provide relevant information to the following college official Vice President of Student Affairs, (419) 251-1512.
4. "Reasonable cause" does not require that the individual making the observation conduct an investigation prior to making the report of his or her "reasonable" suspicion that a child has been abused or neglected or is at risk of it.
5. The College will make every reasonable effort to conduct its investigation of reported child abuse or neglect in a manner that protects the confidentiality of the person making the report. However, it may be necessary to disclose details in the course of an investigation or when required by law.
6. Nothing in this policy is intended to prevent non-employees, such as students and visitors, from making a report if they have reasonable cause to suspect that child abuse or neglect has occurred or may occur.

7. Faculty, staff and students fall under the Mercy Health Abuse and Neglect: Child, Elder, Domestic and Sexual Policy (Number: MHP-ADM-1004).

IV. No minors are to be left alone or unsupervised on college property: this includes, but is not limited to classrooms, offices, skills labs, science labs, student lounges, waiting areas, etc. It is the responsibility of anyone who brings minors to campus to ensure supervision of that minor. If a minor is left alone for any reason, the incident is to be reported immediately to the Vice-President of Student Affairs at 419-251-1512 or Dean of Students at 419-251-1710.