MANDATORY REPORTING

- If you suspect that a child may have been abused or neglected, per Texas Law you are obligated to report it.
- Internal Reporting: BUPD @254-710-2222;
  External Reporting: CPS @ 1-800-252-5400 or online at www.txabusehotline.org
- Anonymous Reporting: www.baylor.edu/reportit
- If this situation is life threatening, dial 911

TRAININGS

- PROGRAM DIRECTORS must complete the Hiring Staff Who Work with Minors course (every 2 yrs.)
- AUTHORIZED ADULTS must complete the Identifying SXAB and Awareness course (every 2yrs.)
- PROGRAM STAFF: must complete the Shine A Light course (every 2yrs.)
- All trainings for faculty/staff, students and external hires can be accessed at https://www.baylor.edu/risk/index.php?id=931126

AUTHORIZED ADULT(AA) VS. PROGRAM STAFF

- AUTHORIZED ADULT: Staff who have unsupervised access to minor participants
- PROGRAM STAFF: Staff who have supervised access only to minor participants and must always be accompanied by and AA when interacting with minor participants
- Unsupervised 1:1 interaction with a minor participant is prohibited
- For questions related to required courses, please reference the Roles and Requirements list at https://www.baylor.edu/risk/index.php?id=937856

BACKGROUND CHECKS

- All background checks are initiated through Baylor HR
- All program staff who will have direct contact with minor participants must have a cleared background check (every 2yrs.)
- For Questions related to background checks, please contact HR @254-710-2000 or @human_Resources@baylor.edu

PROGRAM DIRECTOR

- Must complete the Hiring Staff Who Work with Minors course
- Must ensure that all staff have met the criminal background check requirement
- Must ensure that all staff have met all training requirements
- Must maintain the staff roster form for the Youth Program
- Must submit the Post Program Compliance Form at: https://www.baylor.edu/risk/index.php?id=947531

Questions: Reggie_Miller@Baylor.edu, or ©254-214-0442