



## A Mandated Reporter's Guide to Reporting Suspected Child Abuse & Neglect

The Child Protection Law (CPL) <u>requires</u> mandated reporters who have a reasonable cause to suspect child abuse or neglect to make <u>an immediate report</u> to the Michigan Department of Health & Human Services (MDHHS).

### Ways to Report:

- Contact MDHHS Centralized Intake at 855-444-3911
- Report online using the Michigan Online Reporting System (MiLogin) at newmibridges.michigan.gov

#### When reporting via phone:

- Be prepared to give as much demographic information as possible
- Providing the family's address is essential
- Provide detailed information including, statements made by the child or reasons behind the suspicion
- If human trafficking is suspected, make sure that is made known
- Submit a written report (DHS-3200) via email or fax within 72 hours of report

#### When reporting via MORS:

- Create a MiLogin account
- Give as much demographic information as possible
- Provide the family's address
- Provide detailed information, including statements made by the child or reasons behind the suspicion
- If human trafficking is suspected, make sure that is made known

\*Reporting online eliminates the requirement to fill out a DHS-3200. Do <u>NOT</u> use MiLogin if you have already reported via phone.

# **Creating a MiLogin Account**

- 1. Go to <u>newmibridges.michigan.gov</u>
- 2. Click "Mandated Reporters" from the menu
- 3. Select "Register"
- 4. Click "Create Account" and follow the prompts

Once you have created a MiLogin account, you can simply login and report. In an emergency, contact your local law enforcement. For questions, or if you are unsure about reporting, please contact the Children's Advocacy Center of Kent County at 616-336-5160.