GUIDE TO SUSPECTED CHILD ABUSE REPORTING

1. **NOTIFY** law enforcement **IMMEDIATELY** if the child is suspected to be in imminent danger.

2. **CALL** the 24-hour Child Protection Hotline at **1 (800) 540-4000** as soon as possible to make the verbal report to the Department of Child and Family Services (DCFS).
   - You will be given a **REFERRAL NUMBER**, which is also the Case Number.

3. **COMPLETE** the **Suspected Child Abuse Report** (SCAR) form SS8572 within 36 hours and **submit to DCFS** via ONE of the following ways:
   - **Mail**: Department of Child and Family Services (DCFS)
     1933 S. Broadway Avenue, 5th Floor, Los Angeles, CA 90007
   - **Fax**: (213) 745-1728 or (213) 745-1730
   - **Online**:
     1. [dcfs.lacounty.gov](http://dcfs.lacounty.gov)
     2. On the left-hand side, under RESOURCES, click on “For Mandated Reporters Only (Complete your Mandated Report Online)”
     3. Enter the REFERRAL NUMBER and proceed

   *Keep a copy for yourself, and a copy to mail to local law enforcement.*

4. **MAIL** (or **FAX** if available) a copy of the completed **Suspected Child Abuse Report** to the jurisdictional law enforcement agency.
Notify
Law Enforcement if a Child is in Immediate Danger

Call
1 800 540-4000
As Soon as Possible to make a VERBAL Report to DCFS

Complete
The WRITTEN Report and submit to DCFS within 36 hours by:
Mail, FAX, or Online

Mail
A Copy of the Report to the Jurisdictional Law Enforcement Agency