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|  | DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)**Residential Services Providers and County andCounty-Contracted Providers: Mandatory Reporting of Abuse, Neglect, Exploitation, or Abandonment of a Child or Vulnerable Adult** |
| All administrators, owners / operators, employees, contractors, and volunteers of any existing or proposed community residential services provider or county or county-contracted provider must abide by Washington State law, which prohibits abuse, neglect, exploitation, and abandonment of a child or vulnerable adult. Any related reporting procedures published by the Department of Social and Health Services must also be followed.Clients must be treated with kindness, respect, care and consideration at all times. Abuse, neglect, exploitation, and abandonment are not permitted under any circumstances.**Check the policy that you have reviewed.****Residential provider employees:****[ ]**  [DDA Policy 6.12 Incident Management and Reporting Requirements for Residential Providers](https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/policy/policy6.12.pdf).**County and county-contracted provider employees:****[ ]** [DDA Policy 6.08 Incident Management and Reporting Requirements for County and County-Contracted Providers](https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/policy/policy6.08.pdf).**Check the boxes to confirm the following:**[ ]  I have read the policy identified above in its entirety and understand:**[ ]**  How to report suspected abuse, neglect, exploitation, and abandonment of a client;**[ ]**  My legal requirement as a mandatory reporter to report suspected abuse, neglect, exploitation, and abandonment of a client;[ ]  The definitions of abuse, neglect, exploitation, and abandonment;**[ ]**  Failure to report such incidents can result in a disciplinary action, including termination, and is a gross misdemeanor under Washington State law;**[ ]**  My responsibilities to protect vulnerable adults and children from abuse, neglect, exploitation, and abandonment; and[ ]  As a mandated reporter, I must report any suspicious death, physical or sexual abuse of a vulnerable adult to the local coroner or medical examiner and local law enforcement underRCW 74.34.035.[ ]  I have had an opportunity to ask questions of my supervisor or DDA staff regarding this policy and have had those questions answered.   PRINT LEGAL NAME EMPLOYEE SIGNATURE DATE   PRINT WITNESS LEGAL NAME WITNESS SIGNATURE DATE  PROVIDER NAMEc: Employee File  |
| FOR IMAGING ONLY | PERSONNEL ID | DOC DATE | SECTION | DOC TYPE | SUB DOC TYPE | HR REP |
|  |  | **Training** | **Form** | **Mandatory Report** |  |