



OFFICE OF SAFE ENVIRONMENTS

REPORTING PROCEDURES FOR ALLEGATIONS OF SEXUAL ABUSE OF MINORS AND VULNERABLE ADULTS

A person receiving an allegation of sexual abuse of a minor or vulnerable adult by Church Personnel must immediately report the allegation. Our policy requires priests to report allegations that are made in a spiritual counseling context, even though the law exempts ministers from the requirement of reporting. The only exception to this is the confidentiality of the confessional. At the outset, alleged victims and/or families should be informed of this requirement.

- STEP 1: The person receiving an allegation immediately makes a report to DCF either by phone or online. To make a report by phone, call 1-800-96ABUSE (1-800-962-2873) and keep notes of the report including names, dates, and times of all telephone calls made. To report online, submit a written report through DCF's Reporter Portal at <https://reportabuse.myflfamilies.com/s/>.
- STEP 2: The person receiving the allegation makes an oral report to the Victim Assistance Coordinator at 1-561-775-9558 who reports it to the Bishop and diocesan attorney.
- STEP 3: The diocesan attorney reports the allegations to the state attorney, as appropriate.
- STEP 4: The person receiving the allegation informs the school principal, pastor or the appropriate immediate authority, as appropriate.



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