

If you suspect child or sexual abuse anywhere within the IHS, there are 5 steps you must take:

Immediately

- (1) Call your local child protective and/or law enforcement authorities
- (2) Call the HHS OIG Hotline 1-800-HHS-TIPS (1-800-447-8477)
- (3) Contact your supervisor. If your supervisor was involved in the incident, contact the next person in the chain of command.

Same Day

- (4) Call the IHS Hotline at 1-855-SAFE-IHS (1-855-723-3447) or submit a report at https://www.ihs.gov/sexualabuseprevention/hotline
- Within 5 Days (5) Document the report in the IHS Incident Reporting System. If you are not familiar, ask the IHS Hotline how to access the system.



All IHS employees share common **responsibility and requirement** to protect our children, our patients, and our communities. We are all mandatory reporters.