When USA Lacrosse Receives an Abuse Prevention Report

USA Lacrosse Abuse Prevention assesses each report to identify those reports that need immediate attention, allocate investigative resources, and determine an appropriate resolution.

An Abuse Prevention Report will be received electronically through the USAL Abuse Prevention online reporting form e-mail, phone, or other form of communication. If a report was not received through the online reporting form, one will be completed for record and tracking purposes. The USA Lacrosse Abuse Prevention Program Manager and the Director, Center of Sport Science will receive all completed online forms, and will be the only USAL Staff members with direct access to the online report system unless otherwise specified. [www.usalacrosse.com/abuse-prevention](http://www.usalacrosse.com/abuse-prevention)

To maintain privacy, information will only be shared with USA Lacrosse staff, retained outside counsel, and the appropriate authorities on an as needed basis only.

If applicable, the Abuse Prevention Manager will verify with reporting party that the suspected abuse or neglect was reported in the federally mandated 24-hour time frame o the appropriate authorities (Child Protective Services and Law Enforcement) in the jurisdiction where the alleged offense occurred.

If a report was not made, the Abuse Prevention Program Manager will assist with the completion of filing a report with the appropriate authorities within the correct jurisdiction.

If the report is received by a USAL Staff member that is not the Abuse Prevention Program Manager or Director, Center for Sport Science and involves child abuse or neglect, the receiving staff member is responsible for verifying a report was made to the appropriate authorities within the federally mandated 24-hour time frame. The USAL Staff member is to complete the USL Abuse Prevention online reporting form, if not already completed, and notify the Abuse Prevention Program Manager within 24-hours.

The Abuse Prevention Program Manager will enter all case information into the USL Abuse Prevention Case Management database and continue to update as needed until USL closes the case.

The Abuse Prevention Program Manager will also follow up as soon as possible with the reporting party and authorities that received the report. If either Child Protective Services or Law Enforcement is conducting a criminal investigation, USL will refrain from any involvement until further communication is received regarding the status of the investigation.

Follow-up time will be on a case-by-case basis, and can be impacted by weekend or holiday hours followed by authorities.

During this time, the Abuse Prevention Program Manager will suspend the alleged offender’s USAL membership, including any associated benefits, in the membership database and update the Case Management database.

If the alleged offender is not a current USAL member, but has a previous membership a note will be placed on their file in the membership database and if deemed appropriate, purchasing access will be removed to prevent future activation of membership.

The member will receive a Notice of Temporary Suspension of Membership from the VP & Chief Relationship Officer (CRO) by e-mail and USPS mail (see Appendix B). Please note that USAL Notification to a member regarding their membership status will occur in accordance with any outside authorities investigative process.

When a decision is communicated from Child Protective Services and/or Law Enforcement, or if the member’s actions are in violation of USA Lacrosse code/policies, the VP & CRO will notify the member of his/her right to appeal the suspension of their membership (See Appendix C) by e-mail and USPS mail. The appeal notification includes instructions on how to initiate the appeal process and a list of all required documentation. The USAL Abuse Prevention Program Manager will update the membership database and Case Management databases to reflect the notification date and any other relevant information.

If a member chooses to appeal the suspension of their membership, the Abuse Prevention Membership Appeals Process is to be followed (as outlined in the Abuse Prevention Membership Appeals Process SOP).

While a member’s actions may not be in violation of criminal or civil law, actions may still be in violation of USA Lacrosse policies and codes. USAL reserves the right to terminate membership at any time in this process depending on the severity of their action(s).