

# Abuse Prevention Monitoring Area Assessment

Organization \_\_\_\_\_

Division \_\_\_\_\_ Area \_\_\_\_\_

Completed by \_\_\_\_\_ Date Completed \_\_\_\_\_

*\*Check if Applicable*

Assess for Physical Abuse or Inappropriate Discipline	
If you see a staff member doing any of the following, they could be at risk of physically abusing a participant and/or using inappropriate discipline:	
Raising their voice when speaking with participants and other adults.	<input type="checkbox"/>
Belittling or teasing participants or other adults.	<input type="checkbox"/>
Getting in power struggles with participants.	<input type="checkbox"/>
Failure to complete required training(s).	<input type="checkbox"/>
Personalizing” participant’s behaviors.	<input type="checkbox"/>
Not remaining calm under stressful situations.	<input type="checkbox"/>
Failure to complete requested documentation.	<input type="checkbox"/>
Failure to report incidents or injuries.	<input type="checkbox"/>
Failure to attend mandatory meetings.	<input type="checkbox"/>
Breaking policies and training related to de-escalation and discipline.	<input type="checkbox"/>
<i>Additional Documentation/Comments: (Who, What, When, Where)</i>	

Assess for Staff-to-Participant Sexual Abuse or Boundary Violations	
If you see a staff member or volunteer doing any of the following, they could be at risk of abusing a participant and/or violating a participant’s boundaries:	
Allowing participants to take “staff” roles.	<input type="checkbox"/>
Rough-housing or horse playing.	<input type="checkbox"/>
Swearing and/or telling off-color jokes.	<input type="checkbox"/>
Having staff/personal discussion with participants about: <ul style="list-style-type: none"> <li>• Other participants and/or adults.</li> <li>• Personal problems and/or personal relationships.</li> <li>• Dating, sexual activities, or secrets</li> </ul>	<input type="checkbox"/>
Having a “favorite” participant.	<input type="checkbox"/>
Bending the rules for certain participants.	<input type="checkbox"/>

<b>Assess for Staff-to-Participant Sexual Abuse or Boundary Violations</b> <i>continued</i>	
Giving special gifts to only certain participants.	<input type="checkbox"/>
Unnecessary one-on-one interactions.	<input type="checkbox"/>
Ignoring policies related to interacting with participants.	<input type="checkbox"/>
Giving inappropriate physical affection.	<input type="checkbox"/>
<i>Additional Documentation/Comments: (Who, What, When, Where)</i>	

<b>Assess for Peer-to-Peer Abuse</b>	
If you see a staff member or volunteer doing any of the following, they could be at risk of allowing peer-to-peer abuse to occur:	
Lack of knowledge about warning signs.	<input type="checkbox"/>
Allows participants to set the tone.	<input type="checkbox"/>
Is immature and acts more like a participant than a staff member.	<input type="checkbox"/>
Lack of awareness of their own behaviors and how their behaviors impact the participants.	<input type="checkbox"/>
<i>Additional Documentation/Comments: (Who, What, When, Where)</i>	

<b>General Observations</b>	
Watch the area and observe the culture and environment. Watch for isolated participants and consider all aspects of the community. Pay attention to staff/volunteer behaviors and what they spend the most time doing. Consider the following points:	
Notice where staff members/volunteers are standing in relation to program participants during activities. Are they close enough to be able to tell what is happening at all times?	<input type="checkbox"/>
Pay close attention to playground equipment, play sets, jungle gyms, etc. Large structures can present blind spots, which can become potential areas for peer-to-peer abuse to occur. Do not allow participants to congregate in areas with blind spots, and position staff members/volunteers in a position where there are no blind spots. If this is not possible, consider installing equipment such as mirrors, cameras, transparent materials, etc. that will enable adequate observation.	<input type="checkbox"/>

General Observations <i>continued</i>	
Participants should always remain in the staff’s line-of-sight. Staff should reinforce this with physical barriers or administrative controls. If there are insufficient staff levels to maintain line-of-sight, then certain operations should be suspended until such times as adequate supervision can be conducted. Staff must control the environment, not be controlled by the environment.	<input type="checkbox"/>
Staff members/volunteers must be able to make an account for all of the participants within their care at any given time.	<input type="checkbox"/>
<i>Additional Documentation/Comments: (Who, What, When, Where)</i>	

Additional Follow-Up Practices	
Based on the real time information being collected during your observations, the following measures should be considered and deployed as necessary to gain further understanding and knowledge:	
Conduct interviews with staff/volunteers and participants to get a good idea of how things are going. <i>Note: you can interview someone without them even knowing just by having a simple conversation and asking behavioral type questions.</i>	<input type="checkbox"/>
Review written records such as incident reports, and/or other documentation on activities. Look for blank spots and/or vague information and follow-up on these items.	<input type="checkbox"/>
Talk to others – parents, board members, administrative staff, or anyone who might have different perspectives about interactions.	<input type="checkbox"/>
Lack of awareness of their own behaviors and how their behaviors impact the participants.	<input type="checkbox"/>
<i>Additional Documentation/Comments: (Who, What, When, Where)</i>	
<p>General Notes and Observations:</p>	

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