**FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES**

**MYFLFAMILIES.COM WEBSITE INFORMATION**

**Florida Mandated Reports Required Information**

When submitting a mandated report be prepared to provide as much of the following information as possible:

* Reporter’s name
* Victim’s name, possible responsible person, or alleged perpetrator name(s).
* Complete addresses for subjects, including a numbered street address, apartment or lot number, city, state, and zip code and/or directions to their location.
* Telephone numbers, including area code.
* Estimated or actual dates of birth.
* Social Security numbers, if available.
* A brief, yet concise, description of the abuse, neglect, abandonment, or exploitation, including physical, mental or sexual injuries, if any.
* Names of other residents and their relationship to the victim(s), if available.
* A brief description of the victim's disability or infirmity
* The relationship of the alleged perpetrator to the victim.

**Not having all of the above information does not excuse you from submitting a required report.**

