

Annex G: Protocol for referring cases of significant harm identified during data collection

1. Informing participants of the obligation to report cases of significant harm:

Before the interview, the researcher will inform the child that the interview is confidential unless the child shares information that he/she is being harmed, or is at imminent risk of suffering significant harm. This information will also be included in a participant information sheet that child interviewees will keep.

2. What to report:

Reporting will take place when all of the following three conditions (a, b, and c) are satisfied:

- a) The issue concerns a new case, i.e. a case/child that is not already known to a child protection agency; **and**
- b) The threshold of harm has to be high, i.e. significant harm*; **and**
- c) The abuse is ongoing or highly likely to occur, such that the child is suffering or is likely to suffer significant harm.

* “Significant harm” includes, but is not limited to, cases where the child has sustained, as a result of abuse or neglect, any or all of the following (this list is non-exhaustive):

- A potentially life-threatening injury;
- Serious and/or likely long-term impairment of physical or mental health or physical, intellectual, emotional, social or behavioural development.

The researcher shall exercise judgement when determining whether a harm is significant based on the context and individual circumstances of the child and the case. Where the researcher is unclear, she or he should discuss the incident with the Coram International Director or the project’s designated safeguarding lead at the earliest opportunity.

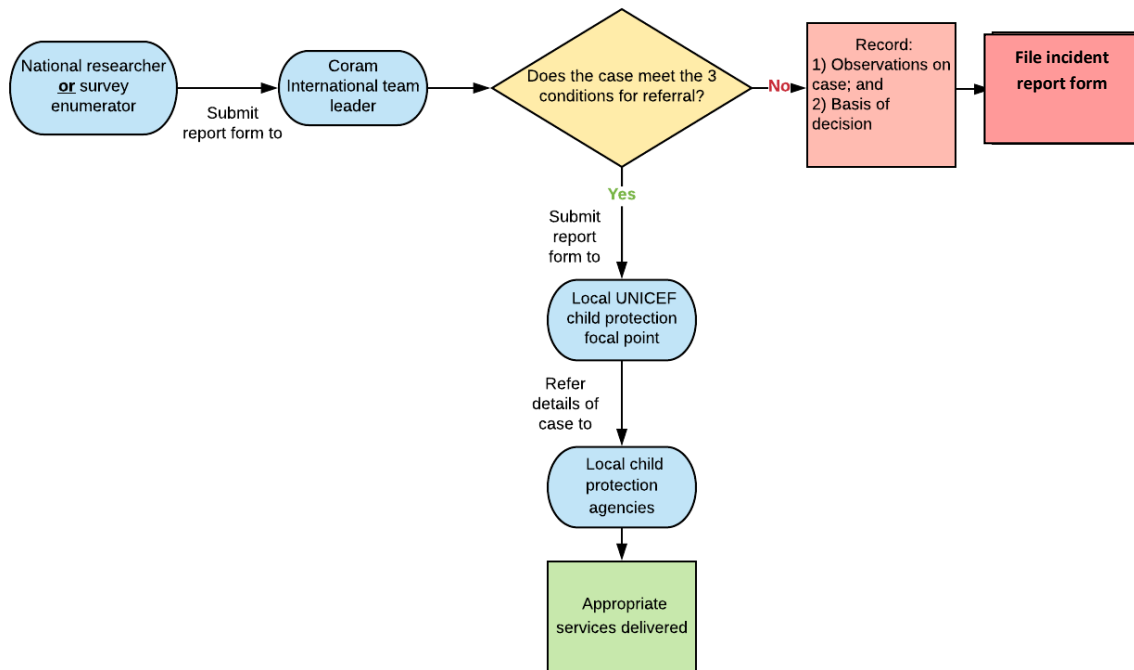
3. Reporting lines and referral pathway

Who is responsible and when do they act?

- 1) When a suspected child abuse case is identified by a **Researcher**, the Researcher will be required to fill in an incident report form (see pages 3-4) to report the case immediately to the Coram International designated safeguarding lead, or a Coram team member, who will report to a designated safeguarding lead as soon as possible.
- 2) After receipt of the incident report form, the role of the team member is to refer to a designated safeguarding lead as soon as possible. The safeguarding lead will then record his or her observations on the case on the incident report form and make a decision on whether this has met the threshold and thus needs to be referred and, if applicable, refer the case to a local child protection focal point (a social welfare or UNICEF Child Protection Officer, as appropriate).
- 3) After receipt of the incident report form, if it is deemed necessary to take action to protect the child, the designated **local child protection focal point** will facilitate liaising with the necessary in-country child protection agencies and personnel as per the national child protection legislation and framework.

- 4) The Coram International safeguarding lead must keep a copy of referral documents within a protected folder in Coram International’s server and the incident reported to the Head of Safeguarding at Coram.

Reporting lines flowchart example:



For this evaluation the identified UNICEF child protection focal persons for each country are as follows:

- **Montenegro CO:** Nada Djurovic Martinovic nmartinovic@unicef.org – CP Officer
- **Georgia CO:** Teona Kuchava tkuchava@unicef.org – CP Officer
- **Serbia CO:** Vesna Dejanovic vdejanovic@unicef.org – CP Specialist
- **Georgia CO:** Hayk Khemchyan hkhemchyan@unicef.org – CP Specialist
- **Bulgaria CO:** Dani Koleva dkoleva@unicef.org – CP Specialist
- **Tajikistan CO:** Salohiddin Shamsiddinov sshamsiddinov@unicef.org – CP Specialist

<p>CORAM INTERNATIONAL TEAM LEADER OBSERVATIONS AND JUSTIFICATION FOR REFERRAL DECISION</p>	
<p>CORAM INTERNATIONAL TEAM LEADER SIGNATURE</p>	<p>Signed _____ First name..... Last name..... Date.....</p>
<p>LOCAL CHILD PROTECTION FOCAL POINT SIGNATURE</p>	<p>Signed _____ First name..... Last name..... Date.....</p>
<p>Copied to Head of Safeguarding at Coram</p>	