

Collaborating with the Family Advocacy Programs

Make an appointment with your installation’s Family Advocacy Program Manager. Sit down together and discuss the ways you can and should collaborate in your efforts to protect children and strengthen families. Use this sheet as a guide to begin the conversation.

As a manager of a child development or school-age program, it is your job to work with FAP to develop standard operating procedures that relate to preventing child abuse and neglect in your programs. If standard operating procedures are already in place, you should work together to review the procedures and make sure they are current.

With your installation’s FAPM, work through each of the topics below. Develop or review your standard operating procedures to include:

Topic	Notes
Child supervision	
Discipline/touch policy	
Facility security (if applicable)	
Child abuse training	
Internal reporting and child abuse identification (include familial abuse and institutional abuse in DoD-operated or DoD-sanctioned activities)	