

## **REPORTING SEXUAL MISCONDUCT TO CIVIL AND CHURCH AUTHORITIES**

### **1. Reporting Misconduct to Civil Authorities**

If you suspect that a minor, elderly or disabled person has been or is being abused, your first obligation is to report to civil authorities.

Texas law requires any person having cause to believe that a minor's physical or mental health or welfare has been adversely affected by abuse or neglect by any person to make a report within 48 hours to any local or state law enforcement agency or the Texas Department of Family and Protective Services that reflects his or her belief.

#### **TO REPORT SUSPECTED ABUSE OR NEGLECT OF A MINOR, ELDERLY OR DISABLED PERSON**

Contact the Texas Department of Family and Protective Services ("DFPS"):

- 1-800-252-5400- Toll-free 24 hours a day
- [www.txabusehotline.org](http://www.txabusehotline.org)
- In emergency situations, Call 911

### **2. Reporting Misconduct to Church Authorities**

Any person who suspects, witnesses, or otherwise becomes aware of sexual misconduct involving Diocesan or Parochial Personnel is strongly encouraged to report such matters to Diocesan leadership immediately. Please refer to the Sexual Misconduct Policy of the Diocese of El Paso available at [www.elpasodiocese.org](http://www.elpasodiocese.org)

To report an allegation of abuse or mishandling of allegations of sexual abuse by a bishop please visit the Catholic Bishop Abuse Reporting Service website CBAR ([reportbishopabuse.org](http://reportbishopabuse.org)) or call 1-800-276-1562.

#### **TO REPORT SEXUAL MISCONDUCT BY CLERGY OR DIOCESAN PERSONNEL, CONTACT:**

Victims Assistance Coordinator  
Susan Martinez, LCSW  
915-872-8465  
[smartinez@elpasodiocese.org](mailto:smartinez@elpasodiocese.org)

Office of the Bishop  
Most Reverend Mark J. Seitz  
915-872-8419  
[bishopoffice@elpasodiocese.org](mailto:bishopoffice@elpasodiocese.org)

Chancellor of the Diocese  
Patricia Lopez Rueda  
915-872-8407  
[plopez@elpasodiocese.org](mailto:plopez@elpasodiocese.org)

Moderator of Curia  
Father Ben Flores, Vicar General  
915-872-8407  
[bflores@elpasodiocese.org](mailto:bflores@elpasodiocese.org)

Report Form online

### **3. Content of Reports**

Reports of sexual misconduct may be verbal or written and shall include sufficient information to permit the Diocese to respond to the report. Accordingly, the reporting party should attempt to provide as much information as is available, such as the name, position, and any other information identifying the person or persons about whom the complaint is being made; a description of the nature of the misconduct involved; the date, time, and place of the alleged incident; the name and means of contacting the person providing the information and the name(s) of any witnesses and the means of contacting those witnesses; and any other information that might serve to corroborate the allegation.