



## Billings United Soccer Club's Reporting Procedures

Billings United's reporting procedures provide a mechanism that allows a complaint to be easily reported for a reasonable suspicion of Sexual or Physical abuse/neglect, within a 24-hour period of awareness.

Federal regulations state that reports should be made to

- a) local law enforcement
  - b) local/state child protective services,
  - c) US Soccer
  - d) the US Center for SafeSport.
- EVERYONE IS A MANDATORY REPORTER.

**Mechanism for Reporting Physical or Sexual Abuse is Suspected** – (Everyone listed below MUST be contacted when physical or sexual abuse is suspected)

1. Local Law Enforcement Number -
  - a. Billings Police Department (406) 657-8200
2. Local Child Protective Services Number
  - a. Yellowstone Child & Family Services (406) 657-3120
3. Child & Family Services Division of the Montana Department of Public Health and Human Services (Montana DPHHS) Child Abuse Hotline – (866) 820-5427
  - a. [Montana's Mandatory Reporting Guidelines](#)
4. Club Risk Manager Contact Information
  - a. Billings United Executive Director - Jonathan Winter -  
[Jonny@billingsunited.net](mailto:Jonny@billingsunited.net)  
(406) 294-9480
5. State Risk Manager –
  - a. Jeff Schoonover  
[jeff@montanayouthsoccer.com](mailto:jeff@montanayouthsoccer.com)  
(406) 565-2676.
6. National Governing Body (NGB)  
US Soccer Integrity Hotline Number – (312) 528-7004  
US Soccer <https://www.ussoccer.com/report-a-concern>  
US Center for SafeSport Hotline – (720) 531-0340  
US Center for SafeSport – <https://uscenterforsafesport.org/report-a-concern/>





Page Reporting other forms of misconduct such as emotional abuse, bullying, hazing, or harassment.

1. Club Risk Manager Contact Information (every club should have a point person for reporting)
2. Club or BOD Review/Hearing – There should be a process in Policy to document and address the misconduct. The decision of the Member Club or BOD should be sent to the State Risk Manager.
3. State Risk Manager – Jeff Schoonover, [jeff@montanayouthsoccer.com](mailto:jeff@montanayouthsoccer.com), (406) 565-2676.

### Penalties for Failure to Report Known or Suspected Child Abuse or Neglect

Montana Code 41-3-207 Penalty for Failure to Report states:

1. *Any person, official, or institution required by law to report known or suspected child abuse or neglect who fails to do so or who prevents another person from reasonably doing so is civilly liable for the damages proximately caused by such failure or prevention.*
2. *Any person or official required by law to report known or suspected child abuse or neglect who purposely or knowingly fails to report known child abuse or neglect or purposely or knowingly prevents another person from doing so is guilty of a misdemeanor.*

