

## **Working Protocol**

**June 2023**

### **Advocacy Center for Children of Galveston County**

It is expressly understood that each agency will work within its departmental mandates and policies. Nothing contained in the investigative protocol supersedes the statutes, rules and regulations governing each agency. To the extent that any provision of this agreement is inconsistent with any such statute, rule or regulation, the statute, rule or regulation shall prevail.

#### **GENERAL INFORMATION**

##### **Advocacy Center for Children Mission Statement**

The Advocacy Center for Children of Galveston County seeks justice, safety and healing for child victims of abuse.

##### **Target Population**

The Advocacy Center for Children of Galveston County provides services to children alleged to be victims of:

- sexual abuse (children 17 and under)
- serious physical abuse (children 14 years and younger with injuries)
- child witnesses to crime
- other child abuse cases at the discretion of the Multidisciplinary Team
- Courtesy services may be provided to agencies or individuals from outside Galveston County on a case by case basis. Exceptions to policy will receive approval from the Executive Director

##### **Multidisciplinary Team Members (MDT)**

The Advocacy Center for Children of Galveston County MDT is comprised of representatives from a diverse set of professional disciplines, collaborating in a coordinated response to alleged child abuse. MDT representatives contribute their unique knowledge, experience and expertise in order to ensure cases are reviewed in a holistic manner. Representation from the following organizations are included on this team:

- Galveston County District Attorney's Office
- All Law Enforcement in Galveston County
- Department of Family and Protective Services, including Child Protective Investigations (CPI) Child Protective Services (CPS), Special Investigators (SI), Child Care Investigations (CCI).
- Medical Professionals from UTMB (Clinic and SANE Nurses)
- Advocacy Center staff
- Resource and Crisis Center (RCC)
- Unbound Houston (Unbound)

## **Conflict Resolution**

Any conflicts that occur between team members regarding cases being addressed by the Center shall be taken to the Center Executive Director for mediation. Every effort will be made to resolve the conflict in a professional manner by the involved parties without involving other team members, supervisors or Board Members. If not resolved, then the dispute will be addressed by a meeting between designated agency representatives on the Center Board of Directors, the involved team members' immediate supervisors and the Center Executive Director. All resolution discussions are to address the best interest of the child/children involved.

## **Child Focused Setting**

The Advocacy Center houses a child focused setting designed to provide a safe, comfortable and neutral place where CAC services can be provided to children and their families. This includes:

- A physical setting that meets basic child safety standards
- Staff will provide adequate supervision of children and their non-offending family members while they are at the Center.
- The Center and MDT members will ensure that alleged offenders, if present, are not left unsupervised while at the Center. This supervision is the responsibility of agency/team member meeting with the alleged offender. The Center Executive Director and all Center staff present in the building will be notified at the time of their arrival, plan for supervision, and time of their departure. At no time will any alleged perpetrator have unsupervised contact with any children at the Center. The primary responsibility for this will be CPS but the Center staff will be available if needed.
- In the case of a juvenile offender being interviewed at the Center, that interview will be scheduled when no other children are in the building and the offender will not be left unsupervised.

## **Cultural Competency**

The Advocacy Center for Children of Galveston County strives to provide an environment that is inclusive to members of diverse populations. The Center is committed to understanding the clients unique background and adapting practices as needed, offering assistance in a manner in which it can be effectively utilized. Addressing diverse backgrounds and needs in a culturally sensitive environment helps children and families of all backgrounds feel welcomed, valued and respected by staff, MDT members and volunteers.

- Provisions will be made for non-English speaking and deaf or hard of hearing children and their non-offending caregivers throughout the investigation, intervention and case management.
- Provisions will be made for children and their non-offending caregivers who have special needs/disabilities, including but not limited to communication, intellectual, social/emotional, and physical disabilities.
- The Center and MDT members will ensure that all services are provided in a manner that addresses cultural consideration throughout the investigation, intervention, and case management process.

## **ROLES AND RESPONSIBILITIES OF TEAM MEMBERS**

### **A. Prosecution**

The role of the District Attorney's Office is to provide guidance to law enforcement and DFPS through all stages of the investigation of child abuse. They hold offenders accountable using evidence gathered by MDT partners and prosecute appropriate cases.

Responsibilities:

- Attend MDT case review meetings and make the determination of the criminal case.
- Delegate case direction
- Prosecution of child abuse cases
- Share information with the team regarding the status of child abuse cases

### **B. Law Enforcement**

Law Enforcement agencies are responsible for conducting criminal investigations of child abuse cases in which a crime may have occurred as defined by the Texas Family Code and the Texas Penal Code. Collaboration with DFPS and other MDT members allow Law Enforcement to utilize members training and expertise.

Responsibilities:

- Make referrals to the Center and/or DFPS regarding children who are alleged victims of sexual abuse, physical abuse and any other cases which they deem would benefit from a referral or are mandated by law to refer.
- Request a medical exam/ SANE exam when necessary.
- Appropriate alleged child victims will be referred to the Center for forensic interviews. If the case is open to DFPS, efforts should be made to coordinate the forensic interview with the DFPS worker through DFPS or the Partner Agency Liaison. When possible, the assigned investigator should be present for the forensic interview and observe via close circuit television.
- If a forensic interview is not done, but the case meets case criteria, LE will refer the case for MDT coordination and case review, therapy services or victim support and advocacy as needed.
- Attend the MDT and share information when assigned cases are staffed.

### **C. The Texas Department of Family and Protective Services (DFPS)**

The primary goal of the Texas Department of Family and Protective Services, in child abuse allegations, is to protect children who have experienced or may be at risk abuse for abuse or neglect in their home or in a licensed facility. Through principles outlined in the Texas Family Code and DFPS policies and procedures, this goal is met by investigating allegations, assessing the family strengths and needs and providing services to secure the child's safety and well-being.

Responsibilities:

- Make referrals to the Center and/or law enforcement regarding children who are alleged victims of sexual abuse, serious physical abuse and any other cases which they deem would benefit from a referral or are mandated by law to refer.

- Request a medical exam/ SANE exam when necessary.
- Appropriate alleged child victims will be referred to the Center for forensic interviews. If the case is open to law enforcement, efforts should be made to coordinate the forensic interview with appropriate law enforcement personnel and or Partner Agency Liaison. When possible, assigned DFPS Worker should be present for the forensic interview and observe via close circuit television.
- If a forensic interview is not done, but the case meets case criteria, DFPS will refer the case for MDT case coordination and case review, therapy services or victim support and advocacy as needed.
- Attend the MDT and share information when assigned cases.

#### **D. Medical Professionals**

The Nurse Practitioner employed by UTMB and the UTMB Clinic can conduct non-emergency (Sexual assault outside 120 hour window) medical exams of alleged victims of child abuse. These exams can be done at the Center or at the Clinic of UTMB in Galveston. In acute cases (Sexual assault within the 120 hour window) child sexual abuse victims can be seen by the Sexual Assault Nurse Examiners (SANE's) in the UTMB Galveston Emergency Room. Both acute and non-acute staff are part of our multidisciplinary team.

##### Responsibilities:

- Provide medical exams for alleged child victims of abuse.
- Serve as an expert witness.
- Attend MDT and share information when assigned cases are staffed.

\*If a child receives an acute medical exam anywhere other than UTMB, exams will be conducted by persons trained and certified to conduct forensic sexual assault exams.

#### **E. Mental Health/Crisis Therapist**

Provide treatment designed to reduce the emotional impact of abuse. Promote change in individual behavior and family dynamics/relationships to reduce the risk of abuse occurring in the future. Therapy is offered by a CAC staff member at the Center in Galveston or at an office in Texas City.

##### Responsibilities:

- Provide crisis counseling for alleged child victims of abuse and their non-offending family members. Primary method will be TFCBT.
- Provide consultation to the team regarding case related issues.
- Utilize information from MDT to enhance treatment goals.
- Serve as an expert witness.
- Attend MDT and share information when assigned cases are staffed.

#### **F. Advocacy Center Staff**

The Center works with agency partners to facilitate and coordinate the investigation, prosecution and treatment in cases of child abuse.

Responsibilities:

- Coordinate with DFPS, Law Enforcement and the District Attorney's Office to facilitate investigative services for alleged victims and/or witnesses.
- Provide trained forensic interviewers to conduct legally sound neutral interviews and attend MDT to staff cases.
- Track every case from initial contact until there is a legal disposition.
- The Center Family Advocate will advocate for the children and families served by the Center, including CVC, information and referral services.
- The Center's Partner Agency Liaison will coordinate and host weekly MDT meetings and provide an agenda with current cases to review.
- The Center's Partner Agency Liaison will schedule and send notifications of the cases to be staffed each week. If agency representatives cannot be there a designee will attend or a notification will be sent to the Partner Agency Liaison.

### **G. Resource and Crisis Center (RCC)**

RCC provides accompaniment for sexual assault victims while they are having their SANE exams at the emergency room. Some of those alleged victims are children who come through the Center for forensic interviews, victim support and advocacy, crisis therapy and/or MDT and have met with an RCC Crisis Intervention Specialist to receive victim support and advocacy.

Responsibilities:

- Share information with the Center and LE regarding clients and work with the Center to ensure that children and families receive the services they need.
- Attend MDT Case Review Meetings weekly.

### **H. Unbound Houston (Unbound)**

Unbound supports the work of the MDT on a case by case basis when they have information they can share regarding an investigation.

Responsibilities:

- Share information with the Center and LE regarding clients and work with the Center to ensure that children and families receive the services they need.
- Attend MDT Case Review Meetings when needed.

## **COORDINATION OF THE INVESTIGATION**

### **1. Case Referral Process**

Children's advocacy centers (CACs) provide a safe, neutral child-friendly environment where law enforcement, DFPS, prosecution, medical and mental health professionals may share information and develop effective, coordinated strategies sensitive to the needs of each unique case and child.

## **DFPS Intake Reports**

The Center receives copies of DFPS Intake Reports. All intake reports provided by DFPS to the Center are property of DFPS and not the Center. Cases meeting Center case criteria are assessed, and contact is made with partner agencies conducting the investigation. The Partner Agency Liaison will help coordinate any needed services and document case activity. The Center's role in reviewing the reports is to review and identify reports within the case acceptance criteria as defined by the children's advocacy center's Working Protocol, and facilitate children's advocacy center/multidisciplinary team services related to case investigation, assessment, and intervention. In addition, we understand that the children's advocacy center's access to the DFPS reports shall not be construed to change, reduce, or expand the authority or jurisdiction of the children's advocacy center or any multidisciplinary team partner agency as it relates to initiating and conducting investigations, assessments, and/or interventions.

All reports provided by DFPS reports to the CAC are the property of DFPS and not the CAC. Because these reports are legally the property of DFPS and the CAC receives only a copy of the report that DFPS sends to the appropriate law enforcement agency, the CAC will follow its own organizational Records Retention Policy as it relates to client and case file information when determining how and when intake reports will be retained or destroyed. The CAC's multidisciplinary partner agencies, including but not limited to DFPS, law enforcement and prosecution agencies shall have access to the Center's Records Retention Policy to ensure they are informed of the CAC's practice as it relates to the retention and destruction of intake reports.

Any DFPS reports printed will be destroyed and electronic copies deleted no later than 60 days after they are received by the Center.

## **When DFPS Gets the Initial Report**

Texas Family Code, Section 261.301 require joint investigations when: There is a report that alleges that a child has been or may be the victim of conduct that constitutes a criminal offense; and that poses an immediate risk of physical or sexual abuse of a child that could result in the death of or serious harm to the child.

Joint investigations are best achieved when working as a multidisciplinary team through a children's advocacy center. All sexual and physical abuse cases, regardless of their priority, are reported to the police department. If during the investigation the DFPS investigator learns that the incident occurred in a police jurisdiction other than the one that was initially reported, the DFPS investigator will notify the correct jurisdiction.

DFPS will coordinate with the Center and Law Enforcement regarding the medical and forensic interview appointments and other services available to families.

DFPS can make referrals for services to families that have not been to the Center and cases will reviewed on an individual basis for eligibility.

DFPS will coordinate cases that are reported by professional reporters according to Texas Family Code 261.101. Per Texas Family Code 264.4061, the CAC will be available during business hours Monday to Friday (8am – 5pm) by calling (409)-741-6000. The Executive Director can be contacted at (713)-480-1970 after business hours to respond to DFPS for cases related to a report of abuse that is made by a professional reporter that alleges sexual abuse of a child; or is a type of case handled

by the center in accordance with the case criteria outlined in these working protocols; or a child fatality in which there are surviving children in the deceased child's household or under the supervision of a caregiver involved in the child fatality.

DFPS will inform their clients of appointments and arrange for transportation when necessary.

DFPS will attend appointments and observe forensic interviews of cases referred to the Center.

DFPS will make every effort to let the family know alleged perpetrators are not supposed to come to appointments with alleged victims. Every effort should be made to keep this from happening.

The Center Partner Agency Liaison will help facilitate joint investigation and coordination with DFPS and law enforcement.

## **When Law Enforcement Gets the Initial Report**

Reporting to DFPS shall occur when the law enforcement officer receives the initial report of:

- Interfamilial abuse or suspect lives in the child's home.
- There is a question as to the relationship of the suspect to the victim.
- There is a question as to the parent's role in contributing to the conditions that led to the abuse.

If DFPS opens an investigation, DFPS and Law Enforcement should coordinate case activity and share information.

If it has been determined that DFPS will not be involved, law enforcement will assume responsibility for scheduling a forensic interview and medical evaluation if needed.

Law Enforcement will inform clients of appointments and arrange for transportation when necessary.

Law Enforcement will make every effort to let the family know alleged perpetrators are not supposed to come to appointments with alleged victims. Every effort should be made to keep this from happening.

The Center Partner Agency Liaison will help facilitate joint investigation and coordination with DFPS, HHSC and law enforcement.

## **2. The Forensic Interview**

The interview is evidence, work product and privileged; therefore, family members will not be permitted to view it. Forensic **Interviews may be requested by Law Enforcement (LE), DFPS, HHSC or the District Attorney's Office.** Forensic interviews are available for children within our target population who are verbal. This is generally children ages 2-17 but can be assessed on a case by case basis. Forensic Interviews are conducted by staff trained through the Children's Advocacy Centers of Texas and participate in local and regional peer review.

### **Interview Scheduling:**

LE, DFPS or the DA's Office will initiate arrangements for an interview to take place as quickly as possible at the Center. The forensic interview should be scheduled to ensure that as many of the investigating agencies involved in the case as possible can be present. If no member of LE, DFPS or the DA's Office is available, the interview will be rescheduled. If there is an emergency need for an interview after normal business hours or cases falling under Texas Family Code 264.4061, the Executive Director, Carmen Crabtree, should be

contacted at 713-480-1970.

#### **Pre-Interview:**

- The interviewer and Family Advocate will discuss the case with agency representatives prior to the interview.
- Center staff member or volunteer will greet the child(ren), family, witnesses.
- The Center will provide needed assessments/evaluations and Crime Victim Compensation forms for caretaker. The Center staff will help assess client needs and make appropriate referrals for needed resources.

#### **During the Interview:**

- Law enforcement and DFPS representatives will observe the forensic interview on closed circuit monitor. Other team members may be present as needed. Team members observing will be listed.
- Only the child and the interviewer will be present in the room, unless use of a qualified interpreter is needed. The forensic interviewers use a semi-structured narrative approach and interview aids are used on an as needed basis.
- Interviews are digitally recorded, and the equipment is operated by the forensic interviewer in a locked storage room.
- At the conclusion of the interview, the interviewer may step out to ask if the investigators observing have any further questions they want asked or need clarification of something already discussed.
- The Family Advocate will meet with the guardian or caregiver, when appropriate, to discuss relevant services moving forward and discuss the legal process.

#### **Post-Interview:**

- Center staff, in conjunction with DFPS and/or law enforcement, will make assessment of current crisis and arrange necessary resource referrals.
- DFPS and /or law enforcement will review with the victim and caretaker what the next step in the investigation will be and what to expect.
- The Family Advocate will share information or concerns the guardian might have. In addition, the Family Advocate will share any concerns about the child's immediate safety.

#### **Special issues:**

- Multiple Interviews/Recant Videos– The DA's Office must approve of any victim having multiple interviews regarding the same allegation. Juveniles who are alleged to have been perpetrators will not be interviewed by the forensic interviewers during the initial investigation. After the completion of the initial case is completed, DFPS or law enforcement (with approval from the district attorney's office) can request that the juvenile be interviewed as a victim.
- If subsequent interviews are needed, the same FI staff will conduct the interview when approved by the district attorney.
- The Center also offers MSFI's when needed and agreed to by all investigative agencies.

### **3. Medical Evaluations**

Medical evaluations are an integral part of the multidisciplinary response team and all children who are suspected victims should be evaluated for the need of a medical evaluation. It is recommended



that all children making sexual abuse allegations and those with serious physical injuries receive a medical examination. An accurate and complete history is essential in making medical diagnoses and determining appropriate treatment of child abuse. Because many children are familiar with the helping role of doctors and nurses, they may disclose information to medical personnel that they might not share with investigators. Any member of the MDT (DFPS, law enforcement, prosecutors, etc.) may refer a child for an examination. The nurse practitioner and supervising physician are present at MDT case review meetings and share necessary information.

The referring professional can reach out to UTMB staff to schedule an appointment. Referrals can be made by HHSC, DFPS and law enforcement. Non-acute cases (Sexual assault outside 120 hour window) should call 409-747-9298. Acute sexual assault cases (Sexual assault inside the 120 hour window) should go to the UTMB Galveston Emergency Room for a SANE. For mor information call the Forensic Nursing Team at 409-255-8244. The medical team will attempt to accommodate requests for urgent/same day exams when possible. All attempts are made to have the medical examination done at the Center, but a determination may be made by the nurse practitioner to see patients at a UTMB location.

A child 16 years of age or older may refuse on his/her own behalf.

It is not necessary for DFPS or law enforcement to be present for the exam.

If the alleged perpetrator of abuse/neglect plans on attending the clinic appointment (which is strongly discouraged) DFPS and/or law enforcement will be expected to be present and these exams should be scheduled at UTMB and not the Center.

\*If a child receives an acute medical exam anywhere other than UTMB, exams will be conducted by persons trained and certified to conduct forensic sexual assault exams.

#### Records of Medical Evaluations

- Medical records are the property of the hospital or clinic who conduct the evaluation.
- UTMB maintains their records. UTMB shall be the custodian of their medical records.
- A medical record shall be created for every medical evaluation. Documentation shall include the medical history, physical exam findings, colposcopic and other photographs as applicable, laboratory and radiological findings as applicable, diagnostic impressions, and treatment plans and recommendations.
- Medical and Center staff shall comply with all applicable statutes and regulations regarding the safeguarding of the Protected Health Information contained in the medical records, including, but not limited to, HIPAA, the Texas Family Code, and UTMB Health Information Management policies and procedures.

The purpose of a medical evaluation in alleged child abuse cases extends far beyond providing an evidentiary evaluation for the purpose of the investigation. The primary goals of the medical evaluation are to:

- Help ensure the health, safety, and well-being of the child;
- Evaluate, document, diagnose, and address medical conditions resulting from abuse;
- Differentiate medical findings that are indicative of abuse from those which may be explained by other medical conditions;

- Document, diagnose, and address medical conditions unrelated to abuse;
- Assess the child for any developmental, emotional, or behavioral problems needing further evaluation and treatment and make referrals as necessary;
- Reassure and educate the child and family;
- Assess the need for referral for therapy to address trauma related to the abuse/assault if assessment and referral is not provided by another member of the MDT/CAC.

#### **4. Multi-Disciplinary Team Meetings (MDT)**

The Center Partner Agency Liaison (PAL) will coordinate MDT meetings. Agendas will be sent out by email no later than Tuesday morning each week. Meetings are held every Wednesday at 9 a.m. at the Center.

The District Attorney's Office will send a representative to MDT meetings at 9 am, every Wednesday morning. The assigned DFPS worker, law enforcement officer and Center staff should attend the meetings in which their cases are being reviewed and be prepared to discuss the information they have gathered, provide any evidence recovered, statements, photos, etc..

Any team member can request that a case be reviewed by contacting the Center.

Each person in attendance will sign a pledge of confidentiality. If any team member has a personal relationship with any person related to a case being staffed, this should be reported to the Executive Director of the Center and the team member will not be present while that case is discussed.

Medical staff conducting medical evaluations will attend all case review team meetings with photographs and medical protocols relating to the cases being reviewed.

The Center therapist will attend all MDT meetings and give recommendations on therapy needs of children and families.

Cases may be reviewed and tracked until final disposition. The DA's office informs the PAL of criminal case disposition. An annual review is coordinated with the DA's to ensure that all dispositions are recorded.

The DA's office will make recommendations for charges to be filed, or not filed, bond setting, and/or referrals to grand jury.

Each agency is ultimately responsible for their case decisions.

#### **5. Mental Health/Crisis Therapist**

Services are provided at no cost to clients and length of treatment is dependent upon clinical assessment and client need. Therapy is offered by a CAC staff member at the Center in Galveston or at an office in Texas City.

The goal of crisis counseling and crisis therapy is to reduce symptoms of trauma related the child's abuse and promote recovery.

#### Services provided:

- Crisis intervention
- Short-term Trauma Focused Cognitive Behavioral Therapy
- Referrals to other resources

#### Eligibility criteria:

- Child victims of sexual or physical abuse
- Non-offending family members
- Child witnesses
- Not currently under the care of any other psychological or psychiatric treatment provider for counseling/therapy services

#### Therapist Responsibilities:

- Contact parent/caretaker to schedule appointment
- Attend case review team meetings
- Serve as advocate for child during court proceedings
- Make follow-up contact with family
- Make referrals to other providers as needed
- Obtain informed consent for on-going verbal and/or written communication between therapist and multidisciplinary team

## **6. Victim Support and Advocacy**

The Victim Advocates will provide on-going support and resources to all CAC clients in cases of alleged child abuse so they can protect and support the child.

#### Goals of the Victim Support and Advocacy Program:

- Safety of the child.
- Educate the non-offending caregiver on his/her role in the investigative process.
- Education regarding dynamics of abuse and the coordinated MDT response.
- Empower non-offending caregiver – identify basic needs within the family and connect the family with community resources.

Contact will be made during the family's initial visit to the Center. Crime Victim rights and benefits are explained at that time. Subsequent contact with the family will be made on an as needed basis.

If cases are referred for services outside of a visit to the CAC, a family advocate will contact the referral within 3 business days of the referral submission.

Court preparation and accompaniment is provided primarily by the Victim Advocates at the District Attorney's Office. Prosecutors and Advocates at the DA's Office will contact the Center if any assistance is needed regarding crisis therapy prior to or after trial.

## **7. Case Tracking**

### Electronic Client Files

Electronic files are routinely stored within the center's case tracking system and center created documents. The content of these files may include but is not limited to:

- Demographic information about the child and caregiver/family members
- Demographic information about the alleged offender
- Type(s) of abuse
- Relationship of alleged offender to child
- Services provided to child and non-offending caregiver/family member(s);
- MDT involvement and outcome
- Charges filed and case disposition in criminal court
- Child protection outcome
- Status/outcome of medical and mental health referrals

MDT partners will have access to information about cases when they're directly involved in the investigation. Partner Agencies should contact the Partner Agency Liaison or the Executive Director to request case information at 409-741-6000.

### **8. Ownership of the Recorded Forensic Interview**

This ownership policy is to be read in accordance with the Texas Family Code 264.408. If any part of this ownership policy is found to be in conflict with this section of the Texas Family Code, the Texas Family Code will prevail.

It is the policy of the Center to make interviews available to each agency involved in the investigation via VidaNyx, cloud-based evidence storage company. Once the forensic interview is complete the owner of such records is:

- The prosecuting attorney involved with the criminal prosecution of the case involving each child
- In the event no criminal prosecution occurs, the records are the property of the attorney representing DFPS in civil proceedings alleging abuse and or neglect
- If DFPS is/has not investigated the case, the records are the property of the agency that referred the case to the Center

### **9. Review and Revisions of the Center's Working Protocol**

It is expressly understood that each agency will work within its own department mandates and policies. Nothing contained in the investigative protocol or MOU supersedes the statutes, rules, regulations or policies of each individual agency. All State and Federal confidentiality laws will be followed in connection with this agreement.

This agreement can be terminated by any party without cause by giving written notice to the other parties.

Signatories of this agreement include:

Advocacy Center for Children	DFPS CPI	DFPS SI
DFPS CPS	DFPS CCI	UTMB
UTMB Emergency Department	District Attorney	Resource and Crisis Center
Unbound Houston	Bayou Vista PD	Clear Lake Shores PD

Dickinson PD

Friendswood PD

Galveston County Sheriff

Galveston PD

Hitchcock PD

Jamaica Beach PD

Kemah PD

La Marque PD

League City PD

Santa Fe PD

Texas City PD

Tiki Island PD

UTMB PD

Galveston ISD PD

Hitchcock ISD PD

Santa Fe ISD PD

Individual agency signatures are attached.

**Advocacy Center for Children of Galveston County  
Signature Page- Working Protocol**

**2023**

**NAME:**

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**POSITION/TITLE:**

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**AGENCY:**

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I have read and fully comprehend the attached Working Protocol for the Children’s Advocacy Center program.

My signature below indicates that I hereby pledge my support to the continued development and operation of the Children's Advocacy Center in my community.

I further understand that the Working Protocol, along with the multidisciplinary team’s MOU, must be reviewed and fully re-executed by all parties, at a minimum, every three years.

**SIGNATURE:**

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**Date**