



## CONTACTING OUR KIDS

### **Business Hours**

Monday—Friday  
8:00 am—4:30 pm

**615 341-4911**

*Children seen at Our Kids Center or 1 of 4 satellite clinics*

### **After Business Hours**

Monday—Friday  
4:30 pm—8:00 am  
Saturday and Sunday – all day

**615 341-4000**

*Ask to page Our Kids on call staff*

*Children seen at Nashville General Hospital at Meharry*

### **Our Kids Clinic**

1804 Hayes Street  
Nashville, TN 37203

### **Nashville General Hospital**

1818 Albion St.  
Nashville, TN 37203

### **PLEASE CALL IMMEDIATELY IF SEXUAL CONTACT OCCURRED WITHIN THE PAST 72 HOURS.**

*Real life circumstances do not always clearly meet clinical guidelines. Due to the importance of timing when considering forensic exams, always call with any questions or concerns.*

### **Population we serve:**

- Any child/adolescent 15 years or younger, regardless of jurisdiction of crime.
- Special circumstances – consult with Our Kids staff.

### **Who needs an exam?**

- Any child less than 5 years of age when there are concerns of sexual abuse.
- Any child who describes something going inside their body.
- Any child who describes contact with another person's genitalia.
- Any delayed/non-verbal child.
- Child reports pain and/or bleeding.
- Any child with symptoms concerning for sexually transmissible infection (STI).
- Special circumstances/other – contact Our Kids to discuss other circumstances that may require an evaluation.

Please visit [www.ourkidscenter.com](http://www.ourkidscenter.com) for more information.

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Revised 08/2017



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### **What information is needed when contacting Our Kids:**

- Victim's name and age.
- Sexual abuse allegations.
- Date or approximate date of most recent sexual contact.
- Type of sexual contact.
- Any current anogenital complaints.
- Perpetrator's relationship to child/victim.
- Perpetrator's age.
- Is DCS or law enforcement involved.
- Has DCS and/or law enforcement been contacted? (DCS Child Abuse Hotline: **1-877-237-0004**)
- Who will be bringing child.
- Name and phone number/contact information of person transporting child.
- Any language barriers of parent/caregiver. Language spoken.
- Are there any special needs or developmental disabilities of the child?
- Has child begun menses? Last menstrual period.

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