

STATEMENT ACKNOWLEDGING REQUIREMENT TO REPORT CHILD ABUSE

Name: Academic Staff Student
Title:
Campus: Santa Cruz

California law requires certain people to report known or suspected child abuse or neglect. You have been identified as a person who may be a "mandated reporter." A summary of mandated reporter categories is provided at Appendix 1. Relevant provisions of the Child Abuse and Neglect Reporting Act (CANRA) are provided in Appendix 2. The complete statute can be found online at http://www.leginfo.ca.gov/cgi-bin/displaycode?section=pen&group=11001-12000&file=11164-11174.3.

WHEN REPORTING ABUSE IS REQUIRED

Any person who reasonably believes he or she has observed murder, rape, or lewd or lascivious acts where the victim is age 14 or younger must promptly notify law enforcement authorities. In addition, a mandated reporter, who in his or her professional capacity, or within the scope of his or her employment, has knowledge of or observes a person under the age of 18 years (even an enrolled or registered student) whom he or she knows or reasonably suspects has been the victim of child abuse or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone, and must prepare and send a written report within 36 hours of receiving the information concerning the incident. [CANRA § 11165.6]

ABUSE THAT MUST BE REPORTED

- Physical injury inflicted by other than accidental means. [CANRA § 11165.6]
Sexual abuse meaning sexual assault or sexual exploitation of a child. [CANRA § 11165.1]
Neglect meaning the negligent treatment, lack of treatment, or the maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare. [CANRA § 11165.3]
Willful harming or injuring or endangering a child meaning a situation in which any person inflicts, or willfully causes or permits a child to suffer unjustifiable physical pain or mental suffering, or causes or permits a child to be placed in a situation in which the child or child's health is endangered. [CANRA § 11165.3]
Unlawful corporal punishment or injury willfully inflicted on a child and resulting in a traumatic condition. [CANRA § 11165.4]

WHERE TO CALL IN AND SEND THE WRITTEN ABUSE REPORT

Reports of suspected child abuse or neglect must be made to any police department or sheriff's department (not including a school district police or security department), county probation department (if designated by the county to receive mandated reports), or county welfare department. [CANRA § 11165.9] Campus Police accept reports. The written report must include the information described in CANRA § 11167(a) and may be submitted on form SS 8572, available online at http://ag.ca.gov/childabuse/pdf/ss_8572.pdf. In addition, an internal report must be made to your supervisor or to the University Compliance Hotline. This internal report may be made anonymously.

IMMUNITY AND CONFIDENTIALITY OF REPORTER AND OF ABUSE REPORTS

Mandated reporters have immunity from criminal or civil liability for reporting as required or authorized by law. [CANRA § 11172(a)] The identity of a mandated reporter is confidential and disclosed only among agencies receiving or investigating reports, and other designated agencies. [PC § 11167(d)(1)] Reports are confidential and may be redisclosed only to specified persons and agencies. Any violation of confidentiality provided by CANRA is a misdemeanor punishable by imprisonment, fine, or both. [PC § 11167.5(a)-(b)]

PENALTY FOR FAILURE TO REPORT ABUSE

A mandated reporter who fails to make a required report is guilty of a misdemeanor punishable by up to six months in jail, a fine of \$1000, or both. [CANRA § 11166(b)]

COPY OF THE LAW

My employer, the University of California, has provided me with a copy of CANRA sections 11165.7, 11166, and 11167. [CANRA § 11166.5(a)]

ACKNOWLEDGEMENT OF RESPONSIBILITY

I have knowledge of my responsibility to report known or suspected child abuse or neglect in compliance with CANRA § 11166.

Table with 2 columns: Signature, Date. Includes a row for Printed Name.

Appendix I

Who is a Mandated Reporter Under California's Child Abuse and Neglect Reporting Act ("CANRA")?

| Type of Entity or Profession | Affected Individuals |
|---|--|
| postsecondary institutions (as of January 1, 2013) | <ul style="list-style-type: none"> - an employee or administrator whose duties bring the administrator or employee into contact with children on a regular basis, or who supervises those whose duties bring the administrator or employee into contact with children on a regular basis, as to child abuse or neglect occurring on that institution's premises or at an official activity of, or program conducted by, the institution - an athletic coach, including, but not limited to, an assistant coach or a graduate assistant involved in coaching, at public or private postsecondary institutions |
| public or private schools | teachers, instructional aides, teacher's aides, teacher's assistants, classified employees, administrative officers and supervisors of child welfare attendance, and certified pupil personnel employees, administrators or presenters of or counselors in child abuse prevention programs |
| community care or child day care facilities | licensees, administrators, and employees |
| day camps | administrators |
| private youth centers, youth recreation programs, youth organizations | administrators or employees |
| health care professionals | all licensed health professionals and certain trainees and interns, including: physicians, psychiatrists, psychologists, dentists (and residents and interns), pharmacists, podiatrists, chiropractors, licensed nurses, dental hygienists, optometrists, marriage and family therapists (and trainees and interns), clinical social workers, professional clinical counselors (and trainees and interns); certified EMTs, paramedics, and other emergency technicians; registered psychological assistants; alcohol and drug counselors; coroners, medical examiners, and others who perform autopsies |
| law enforcement and public safety professionals | employees of any police department, county sheriff's department, county probation department, or county welfare department; peace officers; firefighters; district attorney investigators, inspectors, local child support agency caseworkers (unless the investigator, inspector or caseworker is working with certain attorneys to represent the children); social workers; probation officers, parole officers; employees of school district police or security departments; animal control and human society officers |
| clergy | priests, ministers, rabbis, religious practitioners, or similar functionaries of any church, temple, or recognized denomination or organization; and their respective records custodians |
| any public or private organization | administrators or employees whose duties require direct contact and supervision of children |
| child care institutions | employees (including, but not limited to, foster parents, group home personnel, personnel of residential care facilities) |
| State Department of Education County Offices of Education | employees whose duties bring them into contact with children on a regular basis |
| State Department of Social Services (and county contractors) | licensing workers and licensing evaluators |
| Head Start Program | teachers |
| commercial photography and filmmaking | commercial film and photographic print processors (including anyone who develops exposed photographic film into negatives, slides, or prints, or who makes prints from negatives or slides, for compensation, as well as their employees), excluding public agencies |
| miscellaneous | public assistance workers; state and county public health employees who treat minors for VD or other conditions; compensated child visitation monitors; employees or volunteers of Court Appointed Special Advocate program; certain custodial officers; supportive services providers delivering services to children under the Welfare & Institutions Code |

Appendix 2

California Child Abuse & Neglect Reporting Act - Selected Provisions

Note: The complete text of CANRA may be found online at <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=pen&group=11001-12000&file=11164-11174.3>.

11165.7. (a) As used in this article, "mandated reporter" is defined as any of the following:

- (1) A teacher.
 - (2) An instructional aide.
 - (3) A teacher's aide or teacher's assistant employed by any public or private school.
 - (4) A classified employee of any public school.
 - (5) An administrative officer or supervisor of child welfare and attendance, or a certificated pupil personnel employee of any public or private school.
 - (6) An administrator of a public or private day camp.
 - (7) An administrator or employee of a public or private youth center, youth recreation program, or youth organization.
 - (8) An administrator or employee of a public or private organization whose duties require direct contact and supervision of children.
 - (9) Any employee of a county office of education or the State Department of Education, whose duties bring the employee into contact with children on a regular basis.
 - (10) A licensee, an administrator, or an employee of a licensed community care or child day care facility.
 - (11) A Head Start program teacher.
 - (12) A licensing worker or licensing evaluator employed by a licensing agency as defined in Section 11165.11.
 - (13) A public assistance worker.
 - (14) An employee of a child care institution, including, but not limited to, foster parents, group home personnel, and personnel of residential care facilities.
 - (15) A social worker, probation officer, or parole officer.
 - (16) An employee of a school district police or security department.
 - (17) Any person who is an administrator or presenter of, or a counselor in, a child abuse prevention program in any public or private school.
 - (18) A district attorney investigator, inspector, or local child support agency caseworker unless the investigator, inspector, or caseworker is working with an attorney appointed pursuant to Section 317 of the Welfare and Institutions Code to represent a minor.
 - (19) A peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, who is not otherwise described in this section.
 - (20) A firefighter, except for volunteer firefighters.
 - (21) A physician and surgeon, psychiatrist, psychologist, dentist, resident, intern, podiatrist, chiropractor, licensed nurse, dental hygienist, optometrist, marriage and family therapist, clinical social worker, professional clinical counselor, or any other person who is currently licensed under Division 2 (commencing with Section 500) of the Business and Professions Code.
 - (22) Any emergency medical technician I or II, paramedic, or other person certified pursuant to Division 2.5 (commencing with Section 1797) of the Health and Safety Code.
 - (23) A psychological assistant registered pursuant to Section 2913 of the Business and Professions Code.
 - (24) A marriage and family therapist trainee, as defined in subdivision (c) of Section 4980.03 of the Business and Professions Code.
 - (25) An unlicensed marriage and family therapist intern registered under Section 4980.44 of the Business and Professions Code.
 - (26) A state or county public health employee who treats a minor for venereal disease or any other condition.
 - (27) A coroner.
 - (28) A medical examiner, or any other person who performs autopsies.
 - (29) A commercial film and photographic print processor, as specified in subdivision (e) of Section 11166. As used in this article, "commercial film and photographic print processor" means any person who develops exposed photographic film into negatives, slides, or prints, or who makes prints from negatives or slides, for compensation. The term includes any employee of such a person; it does not include a person who develops film or makes prints for a public agency.
 - (30) A child visitation monitor. As used in this article, "child visitation monitor" means any person who, for financial compensation, acts as monitor of a visit between a child and any other person when the monitoring of that visit has been ordered by a court of law.
 - (31) An animal control officer or humane society officer. For the purposes of this article, the following terms have the following meanings:
 - (A) "Animal control officer" means any person employed by a city, county, or city and county for the purpose of enforcing animal control laws or regulations.
 - (B) "Humane society officer" means any person appointed or employed by a public or private entity as a humane officer who is qualified pursuant to Section 14502 or 14503 of the Corporations Code.
 - (32) A clergy member, as specified in subdivision (d) of Section 11166. As used in this article, "clergy member" means a priest, minister, rabbi, religious practitioner, or similar functionary of a church, temple, or recognized denomination or organization.
 - (33) Any custodian of records of a clergy member, as specified in this section and subdivision (d) of Section 11166.
 - (34) Any employee of any police department, county sheriff's department, county probation department, or county welfare department.
 - (35) An employee or volunteer of a Court Appointed Special Advocate program, as defined in Rule 1424 of the California Rules of Court.
 - (36) A custodial officer as defined in Section 831.5.
 - (37) Any person providing services to a minor child under Section 12300 or 12300.1 of the Welfare and Institutions Code.
 - (38) An alcohol and drug counselor. As used in this article, an "alcohol and drug counselor" is a person providing counseling, therapy, or other clinical services for a state licensed or certified drug, alcohol, or drug and alcohol treatment program. However, alcohol or drug abuse, or both alcohol and drug abuse, is not in and of itself a sufficient basis for reporting child abuse or neglect.
 - (39) A clinical counselor trainee, as defined in subdivision (g) of Section 4999.12 of the Business and Professions Code.
 - (40) A clinical counselor intern registered under Section 4999.42 of the Business and Professions Code.
- (b) Except as provided in paragraph (35) of subdivision (a), volunteers of public or private organizations whose duties require direct contact with and supervision of children are not mandated reporters but are encouraged to obtain training in the identification and reporting of child abuse and neglect and are further encouraged to report known or suspected instances of child abuse or neglect to an agency specified in Section 11165.9.
- (c) Employers are strongly encouraged to provide their employees who are mandated reporters with training in the duties imposed by this article. This training shall include training in child abuse and neglect identification and training in child abuse and neglect reporting. Whether or

not employers provide their employees with training in child abuse and neglect identification and reporting, the employers shall provide their employees who are mandated reporters with the statement required pursuant to subdivision (a) of Section 11166.5.

(d) School districts that do not train their employees specified in subdivision (a) in the duties of mandated reporters under the child abuse reporting laws shall report to the State Department of Education the reasons why this training is not provided.

(e) Unless otherwise specifically provided, the absence of training shall not excuse a mandated reporter from the duties imposed by this article.

(f) Public and private organizations are encouraged to provide their volunteers whose duties require direct contact with and supervision of children with training in the identification and reporting of child abuse and neglect.

11166. (a) Except as provided in subdivision (d), and in Section 11166.05, a mandated reporter shall make a report to an agency specified in Section 11165.9 whenever the mandated reporter, in his or her professional capacity or within the scope of his or her employment, has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. The mandated reporter shall make an initial report to the agency immediately or as soon as is practicably possible by telephone and the mandated reporter shall prepare and send, fax, or electronically transmit a written followup report thereof within 36 hours of receiving the information concerning the incident. The mandated reporter may include with the report any nonprivileged documentary evidence the mandated reporter possesses relating to the incident.

(1) For purposes of this article, "reasonable suspicion" means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing, when appropriate, on his or her training and experience, to suspect child abuse or neglect. "Reasonable suspicion" does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect; any "reasonable suspicion" is sufficient. For the purpose of this article, the pregnancy of a minor does not, in and of itself, constitute a basis for a reasonable suspicion of sexual abuse.

(2) The agency shall be notified and a report shall be prepared and sent, faxed, or electronically transmitted even if the child has expired, regardless of whether or not the possible abuse was a factor contributing to the death, and even if suspected child abuse was discovered during an autopsy.

(3) Any report made by a mandated reporter pursuant to this section shall be known as a mandated report.

(b) If after reasonable efforts a mandated reporter is unable to submit an initial report by telephone, he or she shall immediately or as soon as is practicably possible, by fax or electronic transmission, make a one-time automated written report on the form prescribed by the Department of Justice, and shall also be available to respond to a telephone followup call by the agency with which he or she filed the report. A mandated reporter who files a one-time automated written report because he or she was unable to submit an initial report by telephone is not required to submit a written followup report.

(1) The one-time automated written report form prescribed by the Department of Justice shall be clearly identifiable so that it is not mistaken for a standard written followup report. In addition, the automated one-time report shall contain a section that allows the mandated reporter to state the reason the initial telephone call was not able to be completed. The reason for the submission of the one-time automated written report in lieu of the procedure prescribed in subdivision (a) shall be captured in the Child Welfare Services/Case Management System (CWS/CMS). The department shall work with stakeholders to modify reporting forms and the CWS/CMS as is necessary to accommodate the changes enacted by these provisions.

(2) This subdivision shall not become operative until the CWS/CMS is updated to capture the information prescribed in this subdivision.

(3) This subdivision shall become inoperative three years after this subdivision becomes operative or on January 1, 2009, whichever occurs first.

(4) On the inoperative date of these provisions, a report shall be submitted to the counties and the Legislature by the Department of Social Services that reflects the data collected from automated one-time reports indicating the reasons stated as to why the automated one-time report was filed in lieu of the initial telephone report.

(5) Nothing in this section shall supersede the requirement that a mandated reporter first attempt to make a report via telephone, or that agencies specified in Section 11165.9 accept reports from mandated reporters and other persons as required.

(c) Any mandated reporter who fails to report an incident of known or reasonably suspected child abuse or neglect as required by this section is guilty of a misdemeanor punishable by up to six months confinement in a county jail or by a fine of one thousand dollars (\$1,000) or by both that imprisonment and fine. If a mandated reporter intentionally conceals his or her failure to report an incident known by the mandated reporter to be abuse or severe neglect under this section, the failure to report is a continuing offense until an agency specified in Section 11165.9 discovers the offense.

(d) (1) A clergy member who acquires knowledge or a reasonable suspicion of child abuse or neglect during a penitential communication is not subject to subdivision (a). For the purposes of this subdivision, "penitential communication" means a communication, intended to be in confidence, including, but not limited to, a sacramental confession, made to a clergy member who, in the course of the discipline or practice of his or her church, denomination, or organization, is authorized or accustomed to hear those communications, and under the discipline, tenets, customs, or practices of his or her church, denomination, or organization, has a duty to keep those communications secret.

(2) Nothing in this subdivision shall be construed to modify or limit a clergy member's duty to report known or suspected child abuse or neglect when the clergy member is acting in some other capacity that would otherwise make the clergy member a mandated reporter.

(3) (A) On or before January 1, 2004, a clergy member or any custodian of records for the clergy member may report to an agency specified in Section 11165.9 that the clergy member or any custodian of records for the clergy member, prior to January 1, 1997, in his or her professional capacity or within the scope of his or her employment, other than during a penitential communication, acquired knowledge or had a reasonable suspicion that a child had been the victim of sexual abuse that the clergy member or any custodian of records for the clergy member did not previously report the abuse to an agency specified in Section 11165.9. The provisions of Section 11172 shall apply to all reports made pursuant to this paragraph.

(B) This paragraph shall apply even if the victim of the known or suspected abuse has reached the age of majority by the time the required report is made.

(C) The local law enforcement agency shall have jurisdiction to investigate any report of child abuse made pursuant to this paragraph even if the report is made after the victim has reached the age of majority.

(e) Any commercial film and photographic print processor who has knowledge of or observes, within the scope of his or her professional capacity or employment, any film, photograph, videotape, negative, or slide depicting a child under the age of 16 years engaged in an act of sexual conduct, shall report the instance of suspected child abuse to the law enforcement agency having jurisdiction over the case immediately, or as soon as practicably possible, by telephone and shall prepare and send, fax, or electronically transmit a written report of it with a copy of the film, photograph, videotape, negative, or slide attached within 36 hours of receiving the information concerning the incident. As used in this subdivision, "sexual conduct" means any of the following:

(1) Sexual intercourse, including genital-genital, oral-genital, anal-genital, or oral-anal, whether between persons of the same or opposite sex or between humans and animals.

(2) Penetration of the vagina or rectum by any object.

(3) Masturbation for the purpose of sexual stimulation of the viewer.

(4) Sadoomasochistic abuse for the purpose of sexual stimulation of the viewer.

(5) Exhibition of the genitals, pubic, or rectal areas of any person for the purpose of sexual stimulation of the viewer.

(f) Any mandated reporter who knows or reasonably suspects that the home or institution in which a child resides is unsuitable for the child because of abuse or neglect of the child shall bring the condition to the attention of the agency to which, and at the same time as, he or she makes a report of the abuse or neglect pursuant to subdivision (a).

(g) Any other person who has knowledge of or observes a child whom he or she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to an agency specified in Section 11165.9. For purposes of this section, "any other person" includes a mandated reporter who acts in his or her private capacity and not in his or her professional capacity or within the scope of his or her employment.

(h) When two or more persons, who are required to report, jointly have knowledge of a known or suspected instance of child abuse or neglect, and when there is agreement among them, the telephone report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report.

(i) (1) The reporting duties under this section are individual, and no supervisor or administrator may impede or inhibit the reporting duties, and no person making a report shall be subject to any sanction for making the report. However, internal procedures to facilitate reporting and apprise supervisors and administrators of reports may be established provided that they are not inconsistent with this article.

(2) The internal procedures shall not require any employee required to make reports pursuant to this article to disclose his or her identity to the employer.

(3) Reporting the information regarding a case of possible child abuse or neglect to an employer, supervisor, school principal, school counselor, coworker, or other person shall not be a substitute for making a mandated report to an agency specified in Section 11165.9.

(j) A county probation or welfare department shall immediately, or as soon as practicably possible, report by telephone, fax, or electronic transmission to the law enforcement agency having jurisdiction over the case, to the agency given the responsibility for investigation of cases under Section 300 of the Welfare and Institutions Code, and to the district attorney's office every known or suspected instance of child abuse or neglect, as defined in Section 11165.6, except acts or omissions coming within subdivision

(b) of Section 11165.2, or reports made pursuant to Section 11165.13 based on risk to a child which relates solely to the inability of the parent to provide the child with regular care due to the parent's substance abuse, which shall be reported only to the county welfare or probation department. A county probation or welfare department also shall send, fax, or electronically transmit a written report thereof within 36 hours of receiving the information concerning the incident to any agency to which it makes a telephone report under this subdivision.

(k) A law enforcement agency shall immediately, or as soon as practicably possible, report by telephone, fax, or electronic transmission to the agency given responsibility for investigation of cases under Section 300 of the Welfare and Institutions Code and to the district attorney's office every known or suspected instance of child abuse or neglect reported to it, except acts or omissions coming within subdivision (b) of Section 11165.2, which shall be reported only to the county welfare or probation department. A law enforcement agency shall report to the county welfare or probation department every known or suspected instance of child abuse or neglect reported to it which is alleged to have occurred as a result of the action of a person responsible for the child's welfare, or as the result of the failure of a person responsible for the child's welfare to adequately protect the minor from abuse when the person responsible for the child's welfare knew or reasonably should have known that the minor was in danger of abuse. A law enforcement agency also shall send, fax, or electronically transmit a written report thereof within 36 hours of receiving the information concerning the incident to any agency to which it makes a telephone report under this subdivision.

11167. (a) Reports of suspected child abuse or neglect pursuant to Section 11166 or Section 11166.05 shall include the name, business address, and telephone number of the mandated reporter; the capacity that makes the person a mandated reporter; and the information that gave rise to the reasonable suspicion of child abuse or neglect and the source or sources of that information. If a report is made, the following information, if known, shall also be included in the report: the child's name, the child's address, present location, and, if applicable, school, grade, and class; the names, addresses, and telephone numbers of the child's parents or guardians; and the name, address, telephone number, and other relevant personal information about the person or persons who might have abused or neglected the child. The mandated reporter shall make a report even if some of this information is not known or is uncertain to him or her.

(b) Information relevant to the incident of child abuse or neglect and information relevant to a report made pursuant to Section 11166.05 may be given to an investigator from an agency that is investigating the known or suspected case of child abuse or neglect.

(c) Information relevant to the incident of child abuse or neglect, including the investigation report and other pertinent materials, and information relevant to a report made pursuant to Section 11166.05 may be given to the licensing agency when it is investigating a known or suspected case of child abuse or neglect.

(d) (1) The identity of all persons who report under this article shall be confidential and disclosed only among agencies receiving or investigating mandated reports, to the prosecutor in a criminal prosecution or in an action initiated under Section 602 of the Welfare and Institutions Code arising from alleged child abuse, or to counsel appointed pursuant to subdivision (c) of Section 317 of the Welfare and Institutions Code, or to the county counsel or prosecutor in a proceeding under Part 4 (commencing with Section 7800) of Division 12 of the Family Code or Section 300 of the Welfare and Institutions Code, or to a licensing agency when abuse or neglect in out-of-home care is reasonably suspected, or when those persons waive confidentiality, or by court order.

(2) No agency or person listed in this subdivision shall disclose the identity of any person who reports under this article to that person's employer, except with the employee's consent or by court order.

(e) Notwithstanding the confidentiality requirements of this section, a representative of a child protective services agency performing an investigation that results from a report of suspected child abuse or neglect made pursuant to Section 11166 or Section 11166.05, at the time of the initial contact with the individual who is subject to the investigation, shall advise the individual of the complaints or allegations against him or her, in a manner that is consistent with laws protecting the identity of the reporter under this article.

(f) Persons who may report pursuant to subdivision (g) of Section 11166 are not required to include their names.

Reporting Suspected Child Abuse and Neglect UC Santa Cruz

THREE STEPS

1. PHONE IMMEDIATELY

- UC Santa Cruz Police or County Child Abuse Hotline
 - UC Santa Cruz Police: 831-459-2231
 - Santa Cruz Child Abuse Hotline: 831-454-2273
 - Santa Cruz Police Department: 831-420-5800

2. SUBMIT A WRITTEN REPORT

- Within 36 hours to UC Santa Cruz Police
- Use Form SS-8572 (Revised 12/02)
http://ag.ca.gov/childabuse/pdf/ss_8572.pdf

3. MAKE AN INTERNAL UC REPORT

- To supervisor
-or-
- Through the **University Compliance Hotline** at
<https://secure.ethicspoint.com/domain/media/en/gui/23531/index.html>
- This internal report may be made anonymously

Supervisors who receive internal reports should promptly forward those reports to the Hotline.

APPENDIX C
UNIVERSITY OF CALIFORNIA POLICY ON
REPORTING CHILD ABUSE AND NEGLECT

Frequently Asked Questions

1. Which University personnel are likely to be Mandated Reporters under the Child Abuse and Neglect Reporting Act (“CANRA” or “the Act”)?

A complete list of Mandated Reporters with detailed definitions is published at Cal. Penal Code § 11165.7. See the attached *Mandated Reporter Categories* table for a summary. For additional guidance, contact your local campus counsel.

2. Are faculty members Mandated Reporters?

Although faculty members are not typically “teachers” under CANRA (even when students under the age of 18 enroll in their classes), some may be Mandated Reporters under other provisions of the Act:

- Physicians, nurses, and other health professionals are generally Mandated Reporters.
- Faculty members and other academic personnel who have responsibility for instruction at the preschool, elementary, or high school level, for example those who teach high school seminars or who serve as mentors in on-campus high school internship programs.
- Individuals whose University duties require direct contact *and* supervision of children are Mandated Reporters. This group may include faculty members who hire children under age 18 to assist with scholarship, research, or other academic activities as volunteers or interns.
- *Effective January 1, 2013, employees (including faculty members and other academic personnel) and administrators whose duties bring them into contact with children on a regular basis, or who supervise others with such duties, are mandated reporters for child abuse or neglect occurring on the University’s premises or at official University activities or programs.*

The law does not define the definition of “duties” or “regular basis”. Questions about whether a particular individual is a Mandated Reporter should be directed to the Office of General Counsel or your local campus or medical center counsel office (Office of Legal Affairs).

3. Are the National Laboratories “Post-Secondary Institutions” Under CANRA?

No.

4. I’m not a Mandated Reporter under CANRA, but I saw an adult who seemed to be touching a child inappropriately. What should I do?

Separate from CANRA, the California Penal Code requires *any person* who reasonably believes he or she has observed murder, rape, or certain lewd or lascivious acts where the victim is a child under the age of 14 years to notify a peace officer (such as a campus or community police officer or a county sheriff) of the potential crime. **This reporting mandate applies whether or not the witness is a mandated reporter and regardless of his or her affiliation with the University.**

5. Does CANRA or the University Policy on Reporting Child Abuse and Neglect require contractors or volunteers (other than University administrators) to sign certification forms?

The certification mandate applies only to employees. However, local campus units may utilize the certification form as a means of notifying volunteers of their statutory obligations and University expectations for reporting. This approach is particularly encouraged for volunteers who serve as University administrators and therefore may be Mandated Reporters effective January 1, 2013; as well as for volunteers who otherwise regularly interact with children through University programs.

6. Do teaching assistants have to sign?

Those whose duties bring them into contact with students under the age of 18 on a regular basis must sign. *Note that their immediate supervisors would also be considered mandated reporters and, therefore, also must sign.*

7. May members of the University community who are not Mandated Reporters make reports about suspected child abuse or neglect directly to law enforcement officials?

Yes, and in fact they are encouraged to do so. Anyone may make a report to the appropriate state agency, or to any law enforcement agency, including the University of California Police Department.

8. What is a “reasonable suspicion”?

“Reasonable suspicion” is defined in CANRA to mean that it is reasonable for a person to suspect abuse or neglect based on the information he or she has and his or her training or experience. It does not require certainty that child abuse or neglect has occurred, nor a specific medical indication of abuse or neglect.

9. What type of conduct is reportable?

Child abuse or neglect, including:

- *Physical injury* inflicted by other than accidental means. [CANRA § 11165.6]
- *Sexual abuse*, meaning sexual assault or sexual exploitation of a child. [CANRA § 11165.1]
- *Neglect*, meaning the negligent treatment, lack of treatment, or the maltreatment of a child by a person responsible for the child’s welfare under circumstances indicating harm or threatened harm to the child’s health or welfare. [CANRA § 11165.3]
- *Willful harming or injuring or endangering a child*, meaning a situation in which any person inflicts, or willfully causes or permits a child to suffer unjustifiable physical pain or mental suffering, or causes or permits a child to be placed in a situation in which the child or child’s health is endangered. [CANRA § 11165.3]
- *Unlawful corporal punishment or injury* willfully inflicted on a child and resulting in a traumatic condition. [CANRA § 11165.4]

Child abuse does not include “mutual affray” between minors (e.g., fist-fights); the pregnancy of a minor does not *in and of itself* constitute a basis for reasonable suspicion of sexual abuse.

The following concerns may be reported even absent abuse or neglect: Serious emotional damage or substantial risk of serious emotional damage, evidenced by states of being or behavior including but not limited to severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others. For detailed definitions of reportable conduct, please refer to the definitions found in [Cal. Penal Code § 11165.1-11165.6](#). Additional helpful information is available through the [Los Angeles County Department of Public Health website](#).

Note: The duty to report child abuse or neglect supersedes a licensed health professional’s duty to maintain the confidentiality of communications with his or her patients (*e.g.*, the physician-patient or psychotherapist-patient privilege).

10. What information must a Mandated Reporter report?

Mandated reports must include name, business address, and telephone number of the mandated reporter, what makes the person a mandated reporter, and the information that gave rise to the reasonable suspicion of child abuse or neglect and the source or sources of that information. The following information, if known, must also be included: child’s name, address, present location and if applicable school, grade, and class; names, addresses, and phone numbers of the child’s parents or guardians; name, address, phone number, and other relevant personal information about the person or persons who might have abused or neglected the child. A mandated report must be made even if some of the above information is unknown or uncertain at the time of the report.

Written reports are made on a form designated by the California Attorney General (http://oag.ca.gov/sites/all/files/pdfs/childabuse/ss_8572.pdf). See http://oag.ca.gov/sites/all/files/pdfs/childabuse/8572_instruct.pdf for instructions.

11. When must an external report be made?

A Mandated Reporter must make an initial report immediately or as soon as is practicably possible by telephone; and must submit a written follow-up report by mail, fax, or other electronic means within 36 hours of receiving the information about the incident.

12. Does the Act require background checks?

No. However, many federal, state and/or accreditation standards require background checks in order to license and/or credential professionals who may also be Mandated Reporters. In the case of policy-covered staff employees, Mandated Reporters and other University employees who regularly encounter minors in the course and scope of their employment, work, or studies typically are considered to fill “Critical Positions” and would therefore be subject to background checks pursuant to the [Systemwide Guidelines on Designating Critical Positions](#) (attached to PPSM 21). In addition, the University’s sexual misconduct and molestation insurance may not provide coverage if the individual involved was not appropriately fingerprinted and/or underwent the appropriate background checks.

13. What if I am working for the University in another state or outside the United States?

CANRA is a California law. Child abuse and neglect identification and reporting laws vary by state, although they tend to impose similar requirements. Information about state laws on child abuse and neglect can be found at http://www.childwelfare.gov/systemwide/laws_policies/state/can/. Employees who would like input on child abuse and neglect reporting laws of another state or those that pertain to their international activities, should contact their local Office of Legal Affairs to obtain advice.

14. Do I have to report potential child abuse or neglect to my supervisor?

Any University employee who, regardless of their location, witnesses or otherwise forms a reasonable suspicion of child abuse or neglect while working within the course or scope of their University activities out of state or overseas, must promptly report their concerns to their supervisors or the University compliance hotline. Medical center, student health center, and FSAP employees are exempt from this reporting obligation but must comply with any site-specific policies.

15. We rent our facilities to individuals and organizations that operate programs for children such as conferences, retreats, and day camps. Does the policy apply in those situations?

CANRA applies to any mandated reporter and to any employer (such as an independent camp that rents University facilities) of mandated reporters. The University policy on reporting child abuse and neglect applies to University personnel who provide services to those camps. For example, a University employee who provides food services at a camp and thus regularly comes into contact with campers who are children is a Mandated Reporter under this policy, as is his or her immediate supervisor. A volunteer who runs a retreat program for children on behalf of the University is also a Mandated Reporter (an “Official” under the policy). University administrators who are responsible for managing facility rentals for camps or other programs that may bring children onto campus facilities should comply with any contracting standards that may be adopted by the campuses requiring such renters to conduct background checks, comply with CANRA, and promptly report any observed or suspected abuse to appropriate authorities.

16. What happens if a mandated reporter refuses to sign an acknowledgement form?

Failure to sign an acknowledgement form required by the law may result in revocation of an offer of employment. In the case of current employees who are required to sign but who have not previously signed, failure to sign when requested may result in a prohibition on contact with minors. This in turn may result in an inability to perform required job functions and, ultimately, disciplinary action up to and including dismissal.

17. What happens if I don't make a mandatory report?

Violation of the University Policy on Reporting Child Abuse and Neglect may result in disciplinary action consistent with applicable University personnel policies and collective bargaining agreements. Violation of the law requiring Mandated Reporters to promptly report suspected child abuse or neglect may result in criminal penalties including fines, imprisonment, or both.

18. Where can I find additional information and resources?

California Mandatory Violence Law, [Cal. Penal Code §§ 11160-11163.6](#)
Dependent Adults and Elders, [Cal. Welfare & Institutions Code § 15630](#)
California Department of Social Services: [Hotlines and Other Resources](#)
California Department of Justice
- Child Abuse [Page](#) and [Forms](#) and [Background Check Information](#)
- [Bureau of Medi-Cal Fraud & Elder Abuse](#)
Mandated Reporter Training: [Child Abuse Mandated Reporter Training Project](#)
[CDC Guide](#) to Preventing Child Abuse Within Youth-Serving Organizations
[California Attorney General Citizen's Guide](#) to Preventing Elder Abuse
Child Abuse Prevention and Treatment Act [Information](#)
[Clery Act](#) and Information for [UC Campus Management](#)