

## Mandated Reporting Training 2016-17 Guidelines

Board Policy JLF Reporting Child Abuse/Child Protection states: It is the policy of the Board of Education that the district comply with the "Child Protection Act of 1987" (C.R.S. 19-3-304 - Children's Code). To that end, **all school personnel are mandated reporters** and have a legal and moral obligation to make a report if child abuse or neglect is reasonably suspected. Suspicion or knowledge of abuse / neglect must be reported to the Denver Department of Human Services (DDHS) Child Abuse Hotline or the Denver Police Department (DPD).

### Mandated Reporter Training Access/Steps:

Go to: <http://www.coloradocwts.com/mandatedreporter/educators/>

- Click blue arrow on right of screen and begin training
- Sign In:
  - o Sign in using your DPS email
    - If you do not have a DPS email, use your school/professional email
- Click on "Training Base" (Red door)
  - o Work through Sections 1-6
- Optional:
  - o Click on Learning Lab to run through some case scenarios
  - o Click on Browsing Bistro to see frequently asked questions, useful resources, and connect to professional networks of support
- Click on "Testing Center"
  - o Complete the test
  - o Complete the Survey
  - o Print your Certificate
- Complete DPS documentation of training:
  - o Go to: <http://goo.gl/forms/w4MFcaYXOp>
  - o Complete and submit form for official DPS documentation

### DPS Policies:

- JLF: Reporting Child Abuse/Child Protection
  - o <http://www.boarddocs.com/co/dpsk12/Board.nsf/goto?open&id=9Q7RC66CBFFD#>
- JLF-R: Reporting Child Abuse/Child Protection
  - o <http://www.boarddocs.com/co/dpsk12/Board.nsf/goto?open&id=9Q7RC66CBFFD#>

### Need Consultation?

**Whole Child Supports:** 720-423-3690

**Manager of the Department of Social Work and Psychological Services:**

Ellen Kelty, 303-728-4121

## **Making a Report:**

### **Reporting Numbers:**

*Abuse/Neglect Call: Statewide Child Abuse Report Hotline: 844-264-5437*

*3rd party concerns Call: Denver Police Non-Emergency: 720-913-2000*

### **Guidelines:**

General guidelines from Policy:

- Gather accurate household information, including phone numbers and addresses. Denver Human Services caseworker or the police will complete the child abuse investigation. Refrain from investigating.
- **Do not contact parents / caregivers concerning a Child Abuse Report.** The Denver Human Services caseworker will determine when the parents / caregivers should be contacted.
- No one within the school district has the authority to veto the making of the report by the individual who reasonably suspects the abuse or neglect.
- If it is necessary for school personnel or the Denver Human Services caseworker to examine a student for evidence of physical abuse, two adults must be present during the examination. The child has the right to refuse to be examined. **Pictures, if necessary, will be taken by police.**
- If an on-call Denver Human Services caseworker responds to the school as a result of a report of child abuse or neglect, he / she will conduct an interview with the student.
- The school will provide a private setting for the interview of the child by the Denver Human Services caseworker.
- A school staff member, designated by the principal, may be present during the interview. (Any exclusion of school personnel from being present during the interview requires Denver Human Services supervisor consultation).
- In order to obtain factual information from the student, it is important for the Denver Human Services caseworker to be the sole interviewer. If present during the interview, observe but do not participate. Refrain from any verbal, non-verbal communications with the student or caseworker.