All Sacramento State Employees Now Mandated Reporters for Suspected Child Abuse and Neglect

As the campus was recently informed by the Office of the Chancellor, per the California Child Abuse and Neglect Reporting Act (“CANRA”) (Penal Code §§ 11164-11174.3) and California State University Executive Order 1083, every CSU employee is now a mandated reporter for suspected child abuse or neglect. Only volunteer employees are exempt from this requirement.

All Employees Must Complete this Form

To comply with the Executive Order, each employee must complete the Acknowledgment of Mandated Reporter Status and Legal Duty to Report Child Abuse and Neglect form and submit it to Ms. Julie Thue, Employee Relations Manager, in the Office of Human Resources (Campus ZIP 6032) as soon as possible, but no later than February 15, 2013. Supervisors and managers with employees who do not have regular or any access to computers are charged with making copies of this message and all attachments and distributing them to their employees.

Online Training

An online training course is being developed by the Chancellor’s Office; and, once it is available, each employee must complete that as well. We will provide more information about how to do that once the course is available. A copy of the training certification form is provided for information purposes. In lieu of that training, please review the following information outlined in California State University Executive Order 1083:

• Section II: When Reporting is Required
• Section III: Abuse That Must be Reported
• Section IV: What is Not Child Abuse?

Reporting Procedures

Section VI of the Executive Order outlines the procedures for making a report and identifies Form SS 8572 Suspected Child Abuse Report which must be completed and submitted once the incident has been reported (Refer to Instructions for completing Form SS 8572). The CANRA Penal Code sections are provided for reference purposes.

Per the Executive Order, President Gonzalez has designated Dr. Robin Carter, Associate Dean, College of Health and Human Services, as the Mandated Reporting Coordinator for Sacramento State. Dr. Carter can be reached by telephone at 916-278-7255, or by e-mail at carterr@csus.edu. Appropriate managers in Human Resources will also be trained as back-up coordinators if Dr. Carter is unavailable.

Additional Information

Going forward, all position descriptions and job vacancy announcements will include language that indicates the incumbent is a mandated reporter. Existing positions descriptions do not need to be updated.

If you have any questions, please contact the Office of Human Resources at 916-278-6078.
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