



Acknowledgement of Mandated Reporter Status

The Child Abuse Neglect and Reporting Act (CANRA), Penal Code Section 11164 et. seq. requires certain individuals to report known or suspected child abuse or neglect. These individuals are known under the law as “Mandated Reporters.” Mandated Reporters are required to make an immediate report (or report as soon as possible by telephone) 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.

CANRA requires that all mandated reporters of child abuse and neglect sign an acknowledgement of their legal duties and that the college retain a copy of the acknowledgement. The law also requires that all mandated reporters be provided with a copy of the applicable Penal Code provisions.

Reportable Types of Abuse and Neglect: The following situations involving individuals less than 18 years of age are reportable child abuse and neglect conditions:

- 1) Physical abuse
- 2) Sexual abuse
- 3) Child exploitation, child pornography and child prostitution
- 4) Severe or general neglect
- 5) Extreme corporal punishment resulting in injury
- 6) Willful cruelty or unjustifiable punishment
- 7) Abuse or neglect in out-of-home care

Who must Report: Nearly all GCCCD employees except student workers are mandated reporters. Any employee in California whose duties bring them into contact with children on a regular basis, or any supervisor of such an employee, is a mandated reporter effective January 1, 2013. This includes full and part-time Faculty, Counselors, Administrators, Classified Staff, Hourly Staff, Coaches and Assistant Coaches.

When to Report: Employees must make a telephone report immediately when the employee observes a child in his/her professional capacity or within the scope of his/her employment and has knowledge of, or has reasonable suspicion that the child has been abused. The employee must submit a written report, on a standard form, within 36 hours after the telephone report has been made.

To Whom Do You Report: GCC mandated reporters must contact the local child protective agency or the Glendale Police Department to make the report. Contact the Glendale Police Department at (818) 548-4840, or the Los Angeles County Department of Children and Family Services 24-hour hotline at (800) 540-4000. Employees may complete the required written report online at <https://mandreptla.org>.

Reporting: Mandated reporters are required to give their names. Child protective agencies are required to keep the mandated reporter’s name confidential, unless a court orders the information disclosed.

Immunity: Any legally mandated reporter has immunity when making a report. In the event a civil suit is filed against the reporter, the state will reimburse attorney’s fees incurred up to \$50,000 (Penal Code, § 11172). In addition, the Glendale Community College District will pay for any mandated reporters’ attorney’s fees or judgment arising out of any report made in good faith in the course and scope of employment. No individual can be dismissed, disciplined or harassed for making a report of suspected child abuse.



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Liability: Legally mandated reporters may be criminally liable for failing to report suspected abuse. The penalty for this misdemeanor is up to six months in county jail, a fine of not more than \$1,000 or both. Mandated reporters can also be held civilly liable for failure to report.

Notification Regarding Abuse: You are not legally required to notify the parents that you are making a report.

Information: Additional information and training is available through the Glendale College Human Resources Office. For questions regarding this form or CANRA in general, please contact the Human Resources Office at (818) 240-1000, extension 5165.

Section 11165.7 of the California Penal Code defines a “mandated reporter” to include the following individuals:

Teachers; instructional aides; teacher’s aides or assistants; classified employees of any public school; administrators or employees of a public or private organization whose duties require direct contact and supervision of children; licensees, administrators, or employees of licensed community care or child day care facilities; Headstart teachers; and social workers.

Section 11166 of the California Penal Code states, in part:

A mandated reporter shall make a report to any police department or sheriff’s department, county probation department, or the county welfare department, 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 a report to the agency immediately or as soon as is practicably possible by telephone, and the mandated reporter shall prepare and send a written report thereof within 36 hours of receiving the information concerning the incident.

Section 11166.05 of the California Penal Code states, in part:

Any mandated reporter who has knowledge of or who reasonably suspects that mental suffering has been inflicted upon a child or that his or her emotional well-being is endangered in any other way may report the known or suspected instance of child abuse or neglect to any police department or sheriff’s department, county probation department, or the county welfare department.

Section 11166.5 of the California Penal Code states, in part:

On and after January 1, 1985, any mandated reporter as specified in Section 11165.7, with the exception of child visitation monitors, prior to commencing his or her employment, and as a prerequisite to that employment, shall sign a statement on a form provided to him or her by his or her employer to the effect that he or she has knowledge of the provisions of Section 11166 and will comply with those provisions.

California Penal Code section 11172 provides that mandated reporters are IMMUNE FROM LIABILITY.

California Penal Code section 11166(b) provides penalties for FAILURE TO REPORT as follows:

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 fine and punishment.

I have been provided copies of California Penal Code §§ 11165.7, 11666, and 11167. Under California Penal Code §11165.7, I am a mandated reporter of child abuse and neglect. As a mandated reporter of child abuse and neglect, I understand that I have a legal obligation to report child abuse and neglect and will comply with the law.

Employee Type: Adjunct Faculty Full-Time Faculty Management Regular Classified Hourly Employee

Employee’s Name (Print)

Employee Signature

Date