



Cañada College • College of San Mateo • Skyline College

Office of Human Resources
3401 CSM Drive – San Mateo, CA 94402
Automated Service Line: (650) 574-6555
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NOTICE AND ACKNOWLEDGMENT OF MANDATED REPORTING PURSUANT TO THE CALIFORNIA CHILD ABUSE AND NEGLECT REPORTING LAW

California law requires certain persons to report known or suspected child abuse or neglect. These individuals are known under the law as “mandated reporters.” As an employee of the San Mateo County Community College District, you are a mandated reporter and are required by law to report the suspected abuse or neglect of a child (anyone under the age of 18).

What to Report:

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.

When to Report:

A telephone report must be made immediately when you, in your professional capacity or within the scope of your employment, observe a child and have knowledge of, or have reasonable suspicion that the child has been abused. A written report, on a standard form, must be sent within 36 hours after the telephone report has been made.

To Whom Do You Report:

You have a choice of reporting to the local police or the County Sheriff or Child Protective Services (650-802-7922 or 800-632-4615).

Individual Responsibility:

Any individual who is a mandated reporter must report abuse. If you confer with another person and a decision is made that other person will file the report, one report is sufficient. However if the other person does not make the report, you are liable and must make the report.

Confidentiality:

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

Criminal and Civil Liability:

You can be criminally liable for failing to report suspected abuse or neglect. The penalty for this misdemeanor is up to six months in county jail, a fine of not more than \$1,000 or both. You can also be civilly liable for the failure to report.

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 in the suit up to \$50,000. No individual can be dismissed, disciplined or harassed for making a report of suspected child abuse.

If you have any questions about the information above, please contact the Office of Human Resources.

ACKNOWLEDGMENT OF MANDATED REPORTING OF CHILD ABUSE

I understand that while I am employed by the San Mateo County Community College District, I am a mandated reporter under the Child Abuse and Neglect Reporting Act (California Penal Code, Chapter 2.5, Section 11166). A copy of Penal Code Sections 11165.7, 11166, and 11167 is available upon request. As a mandated, I understand that I have a legal obligation to report child abuse and negligence and will comply with the law.

Employee Name

Employee Signature

Date