

## **NOTICE AND ACKNOWLEDGEMENT OF MANDATED REPORTING OF SUSPECTED ELDER OR DEPENDENT ADULT ABUSE**

California law requires certain persons to report known or suspected elder or dependent adult abuse. 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 to comply with the provisions of Welfare and Institutions Code Section 15630 in connection with reporting the suspected abuse of elders (individuals 65 or older) and dependent adults.

### **What to Report:**

Any incident that reasonably appears to be physical abuse (including sexual abuse), abandonment, abduction, isolation, financial abuse, or neglect (including self-neglect) of an elder or dependent adult.

### **When to Report:**

If you have observed, suspect, or have knowledge of abuse, you must make a report by telephone immediately, or as soon as practically possible, and by written report sent within two working days to the agency.

### **To Whom Do You Report:**

San Mateo County Adult Protective Services at 1-800-675-8437

**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.

**Criminal and Civil Liability:** You can be criminally liable for failing to make a mandated report. 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.

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

## **ACKNOWLEDGMENT OF MANDATED REPORTING OF ELDER AND DEPENDENT ADULT ABUSE**

I understand that while I am employed by the San Mateo County Community College District, I am a mandated reporter of elder and dependent adult abuse under Welfare and Institutions Code Section 15630. I have been provided with a copy of Welfare and Institutions Code Section 15630. As a mandated reporter, I understand that I have a legal obligation to report elder and dependent adult abuse and will comply with the law.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date