



2.2.12 Reporting Child Abuse and Neglect

Policy

It is the policy of the University of San Diego to comply with the California Child Abuse and Neglect Reporting Act (the “Act”), Penal Code Sections 11164 *et seq.*, and to require all University employees who are Mandated Reporters under the Act to report known or suspected child abuse or neglect as required by the Act and this policy.

It also is the policy of the University to require all employees (without regard to Mandated Reporter status) and volunteers to immediately report any known or suspected child abuse or neglect that occurs on campus, in any off-campus University building or property, or in connection with any University-related program or activity in a manner consistent with this policy.

Definitions

- A “child” is a person under the age of 18 years.
- “Child abuse or neglect” is defined in California Penal Code Section 11165.6 and includes physical injury or death inflicted by other than accidental means upon a child by another person, sexual abuse, negligent treatment or the maltreatment of a child by a person responsible for the child’s welfare, the willful harming or injuring of a child or the endangering of the person or health of a child, and unlawful corporal punishment or injury.
- A “Mandated Reporter” is any University employee who is required by the Act to report known or suspected child abuse or neglect. For a complete list of those categories of employees who are Mandated Reporters under the Act, please see [California Penal Code Section 11165.7](#).

Reporting Requirements for Mandated Reporters

A Mandated Reporter must make a report whenever he or she, 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 and neglect. The report shall be made as follows:

- Immediately, or as soon as is practicably possible, a report must be made by telephone to the County of San Diego Child Welfare Services at (800) 344-6000.

- Immediately, or as soon as is practicably possible, a report must be made to the Department of Public Safety at (619) 260-7777.
- Within 36 hours of receiving information concerning the incident, a written report on [California Form SS8572](#) (Suspected Child Abuse Report) must be made to the County of San Diego Child Welfare Services.

While the reporting duties are the responsibility of the Mandated Reporter, the Department of Public Safety is available to assist the Mandated Reporter with making the required telephonic and written reports. Note that making a report to the University is not a substitute for making the reports mandated by the Act.

Reporting Requirements for All University Employees and Volunteers (Regardless of Mandated Reporter Status)

In addition, the University expects all employees (regardless of Mandated Reporter status) and volunteers to report any known or suspected child abuse or neglect that occurs on campus, at any off-campus University building or property, or in connection with any University-related program or activity. The report shall be made immediately, or as soon as is practicably possible, to the Department of Public Safety at (619) 260-7777.

While this policy requires that a report be made to the Department of Public Safety, an individual who makes a report under this policy (regardless of Mandated Reporter status) is not required to disclose his/her identity to the Department of Public Safety.

No Retaliation

The University prohibits and will not tolerate retaliation against any person who reports known or suspected child abuse or neglect as required by the Act or this policy.

Failure to Comply

Failure to comply with the requirements of this policy may result in disciplinary action, up to and including termination of employment. If termination of a faculty member is contemplated, the applicable rules governing dismissal for serious cause will be followed. A Mandated Reporter who fails to comply with the requirements of the Act also may be subject to criminal penalties.

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