# New Legislation, Policy and Procedures:

# Employee Clearances and Child Abuse Reporting

March 14, 2019

REVISED: August 18, 2020

MT AIRY CHRISTIAN DAY SCHOOL Philadelphia, PA 19126

• 1985: Act 34



 Mandated all new employees obtain a Pennsylvania State Criminal Record Check prior to employment

#### PA State Police Criminal Record Check

File Edit View Favorites Tools Help					
Pennsylvania Acc	ess To C	riminal	<b>H</b> istory Gov. Thomas W Wo		
Home Recor	d Check	-	Help		
Welcome to Pennsylvania  PATCH Helpdesk 1-888-0  Our current response time for record requests labeled UNDER request was made. Thank you for your patience as we process	QUERY-PA (1-888-	783-7972)			
All requests for Notarized copies of a Criminal Record Check MUST BE mailed in.					
Credit Card Users	Registered Users - Please Log In				
► Submit a New Record Check (requires a credit card) ► Check the status of a Record Check	Username Password				
Why does PATCH exist?					
Its purpose is to better enable the public to obtain criminal history record checks. The repository was created and is maintained in accordance with Pennsylvania's Criminal History Information Act contained in Chapter 91 of Title 18, Crimes Code. This Act also directs the Pennsylvania State Police (PSP) to disseminate criminal history data to criminal justice agencies, non-criminal justice agencies and individuals on request. Criminal justice agencies can access all of ar individual's criminal history record information (CHRI). Requests made by noncriminal justice agencies and individuals are subject to edit criteria contained in the law.	Pennsyl	P P.A.T vania Access To Cr	C.H.		

• <a href="https://epatch.state.pa.us/Home.jsp">https://epatch.state.pa.us/Home.jsp</a>

© Print Back

#### Pennsylvania State Police

1800 Emartur Avenue Camsburg, Ponnsylvanie 17110

#### Response for Criminal Record Check

JENNIFER WILLIAMS

TELEPHONE (215) 881-2510

TO WHOM IT MAY CONCERN:

THE PENNSYLVANIA STATE POLICE DOES HEREBY CERTIFY THAT:

Name: WilliamsJenniffer Date of Birth: Social Security #: Sex Race;

Date of Requests 01/65/2015 11:01 AM

Purpose of Request; School District Malden Name and/or Allas (1)

(4)

\*\*\* HAS NO CRIMINAL RECORD IN PENNSYLVANIA BASED ON A CHECK BASED ON THE
ABOVE IDENTIFIERS - REFER TO CONTROL #R13125517\*\*\*

THE RESPONSE IS BASED ON A COMPARISON OF DATA PROVIDED BY THE REQUESTER AGAINST INFORMATION CONTAINED IN THE FILES OF THE PENNSYLVANIA STATE POLICECEMINAL REPOSITORY ONLY. PLEASE CONFIRM IDENTIFIERS PROVIDED. POSITIVE DENTIFICATION CANNOT BE MADE WITHOUT FINGERPRINTS. THE PENNSYLVANIAS NATE POLICE RESPONSE DOES NOT PRECLUDE THE RESPONSE OF CRIMINAL RECORDS, WHIGH THE CONTAINED IN THE REPOSITION FOR THE RESPONSE OF CRIMINAL RECORDS, WHIGH THE CONTAINED IN THE REPOSITION FOR THE REPOSITION FOR THE REPOSITION ON THIS CERTIFICATION FOR FEDERAL CRIMINAL USFICE AGENCIES. THE INFORMATION ON THIS CERTIFICATION FOR CAN BE VARIOATED BY ACCESSING THE PENNSYLVANIA-ACCESS TO CRIMINAL HEAD FOR YOUR CONTROL OF STATUS SCREEN HITDS: //epagin/state.ps. us/ACSTATUSSCREEN HITDS:

Certified by:

DISSEMINATED BY: SYSTEM 01/05/2015 11:02 AM

Lieutenant Kevin J. Deskiewicz, Director Criminal Records and Identification Division

Pennsylvania State Poi ce

https://epatch.state.pa.us/invoiceAndCortForm.do?submit=certificate

175/2015

• Sample completed State Police Criminal Record Check

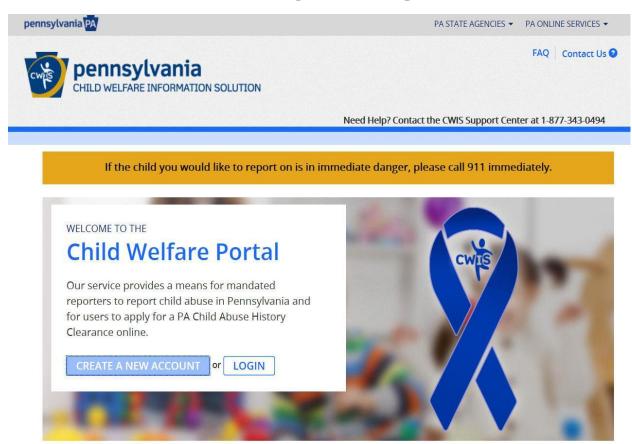
• 1985: Act 34

• 1994: Act 151



 Mandated all new employees obtain a Pennsylvania Child Abuse History Clearance prior to employment

# PA Child Abuse History Clearance goes online



https://www.compass.state.pa.us/cwis/public/home



#### PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE

JENNIFER M. WILLIAMS

CERTIFICATION DATE: 17//2015
SOCIAL SEXURITY #; XXX-XXDATE OF BIRTEL

The above named person has applied for a Pennsylvania Child Abuse History Clearance pursuant to Chapter 63 of 23 Pa. Charolidated Statutes Annothred relating to the Child Protective Services Law, NO RECORD EXISTS in the Pennsylvania Department of Public Welfare's statewide Central Registry listing the applicant as a peoperator of an Indicated or Founded report of child abuse or an Indicated or Founded report for achieved amployees.

Applicants are required to show the Aeministrator the results of their Child Ahuse History Clearance. Administrators are required to keep a copy of this Child Abuse History Clearance on file. Any person altering the contents of this document may be subject to civil, criminal or administrative action.



ISSUED SY Commonwealth of Pennsylvania,
Department of Public Wolfaue
CHILDLINB AND ABUSE REGISTRY
Child Lice Verification Unit
P.O. Box 8170
Hamsburg, PA 17105-8170
1-877-371-5422

ANY ALTERATION OR ERASURE VOIDS THIS DOCUMENT

040300

C29893Q - 5/00



Sample PA Child Abuse History Clearance completed form

• 1985: Act 34

1994: Act 151

2006: Act 114



 Mandated all new employees obtain a Federal Criminal History Record prior to employment.

## FBI Criminal History Record

 Fingerprinting services will not be available from November 18, 2017 through November 28, 2017 while the Pennsylvania Department of Education transitions vendors. Please check: <a href="https://www.identogo.com/locations/pennsylvania">https://www.identogo.com/locations/pennsylvania</a> for up-to-date information. Pennsylvanic Department of Education School Services Unit 333 Market Street Untrisburg, PA 17126 0333

Cennifer Williams

Registration TES PARTS18641

Dear Applicant,

and local in the undifficial copy of the results of your teceral criminal higher packers and taken, your federal Climinal History Record Enformation (CHMI): The requested this copy show you requested to be fingermediate. This gony is for your wan only and ramed by was due of fingermediate. This gony is for your your prospective, employer.

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ENDEVIOUR DAS ARVACLE: NO PRIOR ARREST
DATE. CLEED VISION
DESCRIPTION

2015/21/29 PEDERAL BUREAU OF INVESTIGATION

3N OLGENT 673 A 5025 BRADENTON AVE DUDGIN.OH 43017

PARTS1M641990350

Sample Federal Criminal History Record completed form

Not an Othela. Copy -- For Applicant Use Only

• 1985: Act 34

• 1994: Act 151

2006: Act 114

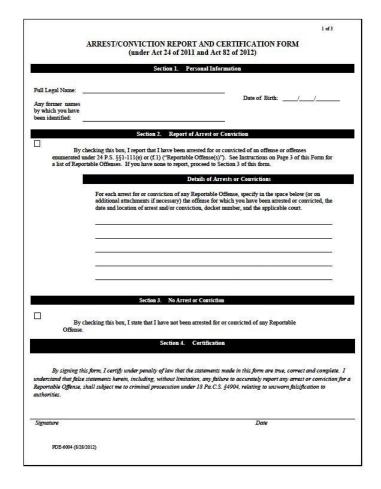
• 2011: Act 24



 Act 24 expanded the list of reportable offenses and required self-reporting "reportable offenses"

#### Act 24

- Self-report "Reportable Offenses"
- Expanded the list of reportable offenses to include:
  - First degree misdemeanors
  - Felonies
  - DUIs



### What is a "Reportable Offense" anyway?

- (1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:
  - Chapter 25 (relating to criminal homicide)
  - Section 2702 (relating to aggravated assault)
  - Section 2709.1 (relating to stalking)
  - Section 2901 (relating to kidnapping)
  - Section 2902 (relating to unlawful restraint)
  - Section 2910 (relating to luring a child into a motor vehicle or structure)
  - Section 3121 (relating to rape)
  - Section 3122.1 (relating to statutory sexual assault)
  - Section 3123 (relating to involuntary deviate sexual intercourse)
  - Section 3124.1 (relating to sexual assault)
  - Section 3124.2 (relating to institutional sexual assault)
  - Section 3125( relating to aggravated indecent assault)
  - Section 3126 (relating to indecent assault)
  - Section 3127 (relating to indecent exposure)
  - Section 3129 (relating to sexual intercourse with animal)
  - Section 4302 (relating to incest)
  - Section 4303 (relating to concealing death of child)

- Section 4304 (relating to endangering welfare of children)
- Section 4305 (relating to dealing in infant children)
- A felony offense under section 5902(b) (relating to prostitution and related offenses)
- Section 5903(c) or (d) (relating to obscene and other sexual materials and performances)
- Section 6301(a)(1) (relating to corruption of minors)
- Section 6312 (relating to sexual abuse of children)
- Section 6318 (relating to unlawful contact with minor)
- Section 6319 (relating to solicitation of minors to traffic drugs)
- Section 6320 (relating to sexual exploitation of children)

### And don't forget...

- (2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act."
- (3) An offense SIMILAR IN NATURE to those crimes listed above in clauses (1) and (2) under the laws or former laws of:
  - · the United States; or
  - · one of its territories or possessions; or
  - · another state; or
  - · the District of Columbia; or
  - · the Commonwealth of Puerto Rico; or
  - · a foreign nation; or
  - under a former law of this Commonwealth.
- A reportable offense enumerated under 24 P.S. §1-111(f.1) consists of any of the following:
  - (1) An offense graded as a felony offense of the first, second or third degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (10) ten years has elapsed from the date of expiration of the sentence for the offense.
  - (2) An offense graded as a misdemeanor of the first degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (5) five years has elapsed from the date of expiration of the sentence for the offense.
  - (3) An offense under 75 Pa.C.S. § 3802(a), (b), (c) or (d)(relating to driving under influence of alcohol or controlled substance) graded as a misdemeanor of the first degree under 75 Pa.C.S. § 3803 (relating to grading), if the person has been previously convicted of such an offense and less than (3) three years has elapsed from the date of expiration of the sentence for the most recent offense.

## And what if I am arrested for a reportable offense?

	(under Act 24 of 2011 and Act 82 of 2012)
	Section 1. Personal Information
Legal Name: _	
former names	Date of Burth:/
hich you have identified:	
identified:	
	Section 2. Report of Arrest or Conviction
enumerated u	hecking this box, I report that I have been arrested for or convicted of an offense or offenses ader 24 P.S. §§1-111(e) or (f.1) ("Reportable Offense(s)"). See Instructions on Page 3 of this Form for table Offenses. If you have none to report, proceed to Section 3 of this form.
	Details of Arrests or Convictions
	For each arrest for or conviction of any Reportable Offense, specify in the space below (or on
	additional attachments if necessary) the offense for which you have been arrested or convicted, the date and location of arrest and/or conviction, docket number, and the applicable court.
	Section 3. No Arrest or Conviction
By conference	necking this box, I state that I have not been arrested for or convicted of any Reportable
Offense.	
	Section 4. Certification
By signing thi	s form, I certify under penalty of law that the statements made in this form are true, correct and complete.
rstand that false	statements herein, including, without limitation, any failure to accurately report any arrest or conviction f
11.00	hall subject me to criminal prosecution under 18 Pa.C.S. §4904, relating to unsworn falsification to
rtable Offense, s prities	

3 of 3

Section 4304 (relating to endangering

Section 4305 (relating to dealing in infant

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(relating to prostitution and related

Section 5903(c) or (d) (relating to obscene

Section 6301(a)(1) (relating to corruption

Section 6318 (relating to unlawful contact

Section 6319 (relating to solicitation of

Section 6312 (relating to sexual abuse of

and other sexual materials and

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performances)

children)

with minor)

minors to traffic drugs)

Section 6320 (relating to sexual

#### LIST OF REPORTABLE OFFENSES

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  - · under a former law of this Commonwealth
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PDE-6004 (8/28/2012)

• 1985: Act 34

1994: Act 151

• 2006: Act 114

• 2011: Act 24

• 2013: Act 126



 Mandated all current and new employees complete 3 hours of professional development in child abuse recognition and reporting, Educator Misconduct Act and the maintenance of professional relationships with students

• 1985: Act 34

1994: Act 151

2006: Act 114

2011: Act 24

2013: Act 126

• 2014: Act 168



 Act 168 requires school entities to conduct an employment history review on prospective employees

### What is Act 168?

#### COMMONWEALTH OF PENNSYLVANIA SEXUAL MISCONDUCT/ABUSE DISCLOSURE RELEASE (under Act 168 of 2014)

(Hiring school entity or independent contractor submits this form to ALL current employer(s) and to former employer(s) that were school entities and/or where the applicant had direct contact with children)

ı	Name of Current or Former Employer:	□ No applicable employment
ł	Street Address:	*
City, State, Zip:		
ł	Telephone Number:	*

#### SECTION 1: APPLICANT CERTIFICATION AND RELEASE (TO BE COMPLETED BY THE APPLICANT EVEN IF THE APPLICANT HAS NO CURRENT OR PRIOR EMPLOYMENT TO DISCLOSE)

Applic	ant's Name	e (First, Middle, Last):	(2)	
Any fo	ormer name	es by which the Applicant has been identified:		
DOB:	Š		183	
Last 4 digits of Applicant's Social Security Number:			PPID (if applicable):	
Appro	ximate date	es of employment with the entity listed above:	9 30 000 000 000 000 000 000 000 000 000	
Position	on(s):			
Have y	ou (Applica	ent) ever:		
Yes	No		nisconduct investigation by any employer, state licensing id protective services agency (unless the investigation ere false)?	
Yes	No	Been disciplined, discharged, non-renewed, asked to resign from employment, resigned from or otherwise separated from employment while allegations of abuse or sexual misconduct were pending or under investigation or due to adjudication or findings of abuse or sexual misconduct?		
Yes	_ No	<ul> <li>Had a license, professional license or certificate suspended, surrendered or revoked while allegations of abuse or sexual misconduct were pending or under investigation or due to an adjudication or findings of abuse or sexual misconduct?</li> </ul>		
		m, I certify under penalty of law that the states	nents made in this form are true, correct and complete. I mitation, any willful failure to disclose the information	

• 1985: Act 34

1994: Act 151

2006: Act 114

• 2011: Act 24

2013: Act 126

2014: Act 168

• 2014: Act 153

 Act 153 requires all employees and volunteers to obtain new clearances every three years beginning in 2015



• 1985: Act 34

1994: Act 151

2006: Act 114

• 2011: Act 24

2013: Act 126

2014: Act 168

2014: Act 153

• 2015: Act 15

 Act 15 revised Act 153 of 2014 to require all employees obtain new clearances every <u>five</u> years beginning in 2015



# What does Act 153 and Act 15 mean for me?

- If you were hired BEFORE December 31, 2011, you must submit new clearances by December 31, 2015
- If you were hired AFTER December 31, 2011, you must submit new clearances before your OLDEST clearance is five years old
- You must submit new clearances thereafter EVERY five years

### And remember...

 All employees are still required to report all "Reportable offenses" to their supervisor or the Office of Human Resources on the PDE 6004 within 72 hours of arrest

# Act 153 and Act 15 apply to volunteers as well

- •Volunteers are required to obtain a current State Police Criminal Record Check, Child Abuse History Clearance and Federal Criminal History Record prior to volunteering
- Volunteers must obtain new clearances every 60 months
- •Volunteers must be in compliance as of July 1, 2016

## Changes in Child Protective Services Law

- Act 126 effective January 1, 2013
- Training of staff every 5 years
- Staff Trained in August, 2013
- Required One Hour Online Educator
   Misconduct/ Disciplinary Actions TBD by PDE
- Amendments to the Act in December, 2014
  - Definition of mandated reporter
  - Reporting procedures



# What is a Mandated Reporter? Who is Mandated to Report in PA?

- Mandated reporters are held to a higher standard of responsibility and may receive serious consequences for not reporting suspected abuse.
- Pennsylvania's Child Protective Services Law (CPSL)
  was amended in 2014, including substantial changes
  to the list of people who are mandated reporters.



# What Happens if I DON'T Make a Report When I Suspect Abuse?

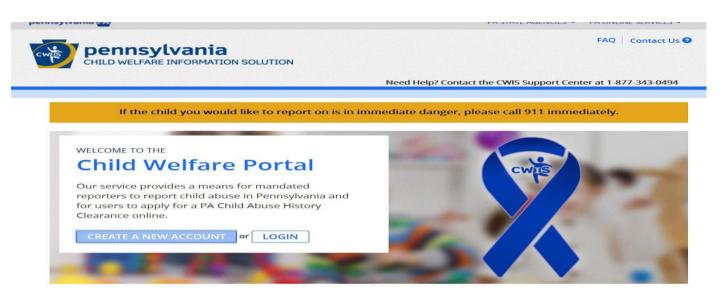
- Second-degree misdemeanor
  - if the child is found to be abused upon investigation
- First degree felony (or higher, depending on the situation)
- Penalties increase if failure to report continues

# Can I Just Tell My Supervisor About the Abuse and Not Report?



## How Do I Make a Report of Suspected Child Abuse

- We will support you
- Law requires <u>immediate</u> report
  - Oral report to Childline 1-800-932-0313
  - Online written report
  - Confirmation is sent to you
- Inform Director report has been made



- Create an account <u>www.compass.state.pa.us/cwis/Public/Home</u>
- Check your email for your log-in information
- Return to portal
- Log-In
- Go to Access My Referrals
- Continue at bottom of page
- Go to My Abuse Referrals and proceed

# Must I Make a Report Even if I'm not Sure What Happened?

Yes and do not investigate

 The child does NOT have to directly speak to you

- Do not ask questions about what happened
- Do not ask questions about who did it



# Will I Be Identified as the Reporter of the Abuse?

- No, but
- Parents may figure it out
- Your Supervisors will support you
- Student safety and well being is our primary concern

### Protection for the Mandated Reporter

- There are circumstances when your identity must be released to law enforcement
- You are protected from civil and criminal liability if acting in good faith
- No employment discrimination for making a report
- There are consequences for intentionally making a FALSE report



- Strangers sexually abuse children more often than family members
- Sexual abuse doesn't happen often
- Children who are being abused or were abused will immediately tell their parents
- Homosexuals are more likely to sexually assault children than heterosexuals
- Most sex offenders have been arrested before for committing sex crimes
- Females do not sexually abuse

### **Statistics**

- One report of child abuse is made every 10 seconds
- 80% of 21 yr. olds who were abused have a mental health disorder
- 4,739 child abuse cases in PA
   60% sexual 27% physical 6% neglect
   5% imminent risk 1% mental
- 92 of those reports were substantiated

## Recognizing Child Abuse

- Child abuse is not always obvious
- Children may be too young or too frightened to tell anyone what is happening to them
- Children, especially younger, more vulnerable children, are often unaware that what is happening to them is abuse

## Types of Child Abuse

- Serious Physical Abuse
- Sexual Abuse or Exploitation
- Serious Neglect
- Serious Mental Injury



### Some Indicators of Abuse

- Unexplained bruises, welts, human bite marks, bald spots
- Numerous bruises in various stages of healing
- Marks on many surfaces of the body
- Unexplained burns, especially cigarette or immersion burns
- Withdrawal or aggression behavioral extremes
- Uncomfortable with physical contact
- Afraid to go home
- Consistent lack of supervision
- Persistent hunger or fatigue

- Poor hygiene
- Dressed inappropriately for the weather
- Cringes when approached by an adult
- Overreacts to accidents
- Does not want to talk about home life
- Pain or itching in genital area
- Frequent urinary infections
- Sexual knowledge beyond what is natural
- Acting out sexual behavior
- Bedwetting depending on age and history

### How to Respond to Disclosures of Abuse

#### DO:

- Reassure the child that it is not his/her fault.
- Assure the child that what he/she is telling you is very important and others who work with kids will talk to them more in depth.
- Use Minimal Facts Interview protocol only report what child tells you – don't probe for details.

#### DON'T:

- Show shock or other strong reaction in front of the child.
- Make promises you can't keep.

# Abuse perpetrated by school employee

- MACDS will develop a required one-hour online training
- Employees who suspect such abuse must immediately contact the administrator in charge
- If the administrator is suspected immediately call the Office of the Superintendent
- Law enforcement will be contacted, and the case referred to the District Attorney's office
- The employee who suspected abuse also files a report as described for any child abuse

## Questions?





