



STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STUDENT SUPPORT SERVICES

July 16, 2019

**Action
Annual Memo**

TO: Department of Education Employees (All)

FROM: Heidi Armstrong *Heidi Armstrong*
Assistant Superintendent

SUBJECT: **Mandatory Reporting of Child Abuse and Neglect**

Child abuse is a serious matter, and the state has enacted laws mandating the reporting of suspected child abuse and neglect to Child Welfare Services (CWS) or the County Police (Hawaii Revised Statutes §350-1.1). Hawaii State Department of Education (DOE) schools may often be the places of first alert. This memo outlines the mandatory reporting of suspected child abuse and neglect, including sex and labor trafficking, to keep us vigilant in our reporting responsibilities.

Act 016 (17), Relating to Reports of Child Abuse Act, was passed by the 2017 State Legislature to bring the State into compliance with Public Law 114-22. This act amends the definition of "child abuse or neglect" to include: situations where acts or omissions of any person results in sex trafficking or severe forms of trafficking in persons.

Hawaii Revised Statutes (HRS) §350- 1 defines child abuse or neglect as "the acts or omissions of any person who, or legal entity which, is in any manner or degree related to the child, is residing with the child, or is otherwise responsible for the child's care, that have resulted in the physical or psychological health or welfare of the child, who is under the age of eighteen, to be harmed, or to be subject to any reasonably foreseeable, substantial risk of being harmed."

Attachment D: Mandatory Child Abuse and Neglect Reporting School Checklist addresses what must be done should you have reason to believe that child abuse or neglect has occurred or that there exists a substantial risk that child abuse or neglect may occur in the reasonably foreseeable future.

The Department of Human Services (DHS) Staff Development Unit is available to schools who are interested in refresher mandatory reporter training. Training is 60-90 minutes in length. If your school is interested, please contact DHS, at (808) 832-5123 or (808) 832-5116.

Four (4) related documents are attached for further reference:

1. Attachment A: Department of Human Services Mandated Reporter Checklist for Suspected Child Abuse and Neglect (DHS-1516).
2. Attachment B: Department of Human Services Mandated Reporter Checklist for Suspected Human Trafficking (DHS-1685).
3. Attachment C: Department of Human Services Mandated Reporter Reporting Lines (phone and fax numbers).
4. Attachment D: Mandatory Child Abuse and Neglect Reporting School Checklist.

All DOE staff including casual hires, contractors, volunteers and substitute teachers are required to annually view the training video addressing mandatory reporting of child abuse and neglect. The training video is available at <https://vimeo.com/27953701>. Schools shall maintain documentation that all employees have met the requirement of viewing the video.

Should you have any questions, please contact Dr. Maureen Ikeda, Educational Specialist, Student Support Section, at (808) 305-9787 or via Lotus Notes.

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Attachments

- c: State Public Charter School Commission
Ms. Kayle Perez, Child Welfare Services Branch Administrator, Department of Human Services
Ms. Johnny A. Papa, Child Welfare Intake Unit 1 Supervisor (#81), Department of Human Services
Ms. Florence Calderon, Assistant Program Administrator, Department of Human Services
Ms. Tonia Mahi, Section Administrator, Department of Human Services
Ms. Laurie Jicha, Staff Development Unit, Department of Human Services
Ms. Lisa Amador, Staff Development Unit, Department of Human Services
Ms. Jasmine Mau-Mukai, Program Director, Children's Justice Centers of Hawaii