**Appendix C**

Responsibility Acknowledgement Form

**CHILD ABUSE/NEGLECT REPORTING**

**AND MANDATED REPORTERS IN THE**

**BUREAU OF INDIAN EDUCATION**

Each BIE employee, and volunteer, contractor and consultant, will receive notice of their responsibilities as a Mandated Reporter of child abuse upon initial employment and annually thereafter.

This document contains the requirement for employees to receive written information regarding their responsibilities as Mandated Reporters.

**Mandated Reporters**

The following positions are designated as an impact on BIE Positions - Mandated Reporters within BIE:

\* Teachers \* Nurses/Physicians/Surgeons

\* School Counselors \* Dentists/Dental Hygienists

\* Instructional Aides \* Optometrists

\* Teacher’s Aides \* Medical Examiners

\* Teacher’s Assistants \* EMTs/Paramedics

\* Bus Drivers \* Health Care Providers

\* Administrative Officers \* Head Start Teachers

\* Child Welfare & Attendance Supervisors \* Public Assistance Workers

\* Truancy Officers \* Group Home, Day Care, Residential Workers, Home Living staff

\* Child Day Care Workers \* Social Workers

\* Psychiatrists \* Mental Heath Personnel

\* Psychologists \* Law Enforcement Officers

\* Psychological Assistants \* Probation Officers \*School Board Members

\* Licensed or Unlicensed Marriage, Family \* Juvenile Rehabilitation or Detention Workers

 or Child Counselors \* Personnel responsible for enforcing laws and

 Judicial orders

Persons engaged in the following professions and activities are also subject to the mandated reporting of suspected child abuse: Alcohol or Drug Treatment Personnel; Persons performing a healing role or practicing the healing arts; Guidance Personnel; School officials (i.e., anyone who has management oversight of or at a school); and School Administrators, (i.e., anyone working in an official capacity at a school).

In addition to the positions and activities specifically identified above, all Federal employees, contractor employees within BIE have a duty to report any suspicion of child abuse for any child for which they have responsibility.

**“FAILURE TO REPORT CHILD ABUSE”**

Mandated Reporters who fail to make a timely report as required, shall be guilty of a Class B misdemeanor. The person may also be fined up to $5,000 and/or imprisoned up to 6 months in jail. Furthermore, any supervisor or person in authority who inhibits or prevents a Mandated Reporter from making a report may be fined up to $5,000 and/or imprisoned up to 6 months in jail. In instances where it is determined that an BIE employee has failed to report child abuse as required, BIE management reserves the right to impose administrative and/or disciplinary action against the involved employees, up to and including removal.

**Public Law 101-630**, as amended (Codified in 25 USC 3203 § 1169), *Indian Child Protection and Family Violence Prevention Act*, requires that any person identified as a Mandated reporter who knows or has a reasonable suspicion that a child has been abused in Indian country, must report the information to the local protective services agency or local law enforcement agency. Further, if the Mandated reporter knows or has a reasonable suspicion that actions are being taken, or are going to be taken, that would reasonably be expected to result in the abuse of a child in Indian country he/she must report the information to the local child protective services agency or local law enforcement agency. Public Law 101-630 also specifically identifies positions designated as Mandated Reporters, outlines the penalties for Mandated reporters who fail to immediately report such abuse or actions described to proper authorities, and the penalties for supervisors, or those having authority over Mandated reporters, who prevent or inhibit a Mandated reporter from making the proper reports.

**Public Law 101-647**, (Codified in 42 USC § 13031), *Crime Control Act of 1990, Subchapter IV – Child Abuse Reporting*, requires that any person who, while in a professional capacity or activity on Federal land or in a federally operated (or contracted) facility learns of facts that give reason to suspect that a child has suffered an incident of child abuse, shall as soon as possible make a report of the suspected abuse to the agency designated to receive the report.

Only if notification of local law enforcement and child protective services is not possible, the Indian Country Child Abuse Hotline (1-800-633-5155) can be notified.

BIE has established specific procedures and guidelines for mandated reporters to follow when reporting such information within BIE. Those procedures are found in the *BIE Suspected Child Abuse/Neglect (SCAN) & Employee Incident Reporting Protocol.* This Protocol is available from the Principal/Administrator or the BIE website.

I received this Notification of Responsibilities on

Print Name Date

 Employee Signature Date

 Supervisor’s Name – Print Supervisor’s Signature Date