



OFFICE FOR CHILD AND
YOUTH PROTECTION

ARCHDIOCESE OF
PHILADELPHIA

HOW TO OBTAIN CLEARANCES FOR PARISH/SCHOOL EMPLOYEES:

All this information can be obtained at the following website:

childyouthprotection.org

CLEARANCES:

- ❖ PA State Police Criminal Record Check (expires every 3 years)
- ❖ PA Department of Public Welfare Child Abuse Clearance Check (expires every 3 years)
- ❖ Federal History Fingerprint Clearance ~ ONLY if you lived outside of PA within the last 10 years (expires every 3 years until you have lived in PA for 10 consecutive years)

Go to childyouthprotection.org

select Staff & Volunteers, then select Checks & Clearances

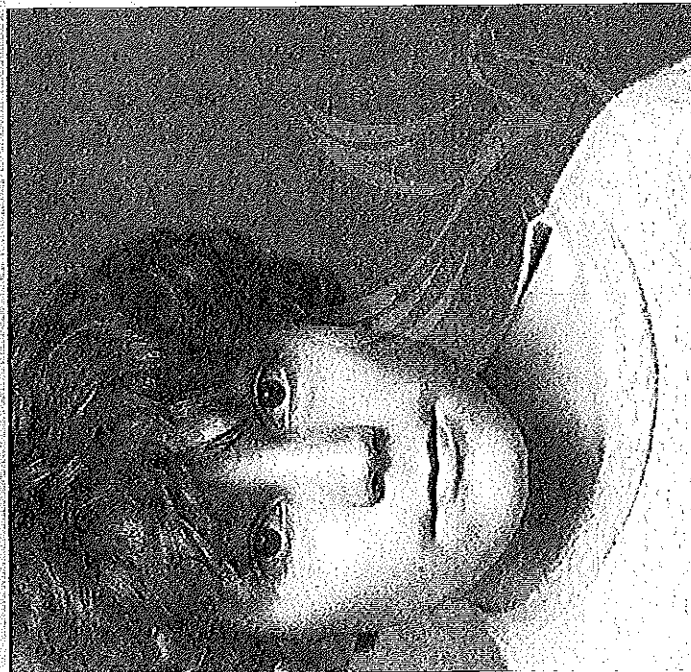
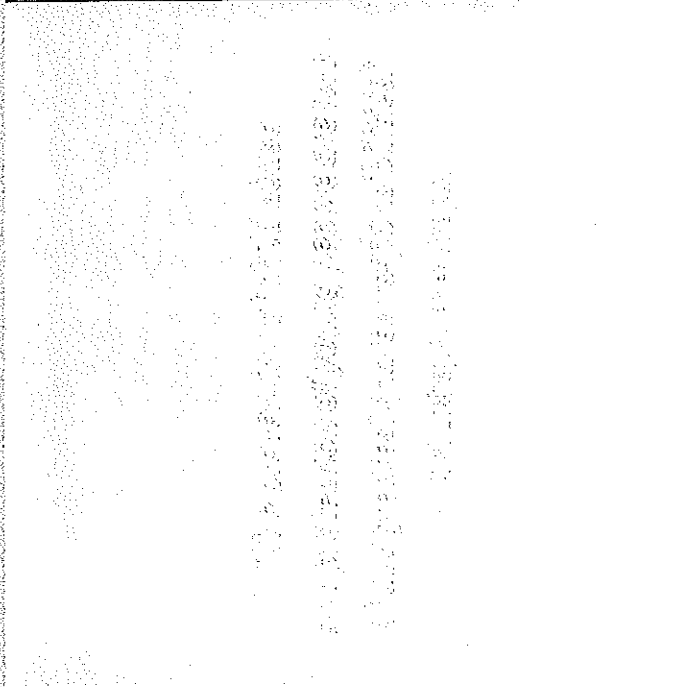
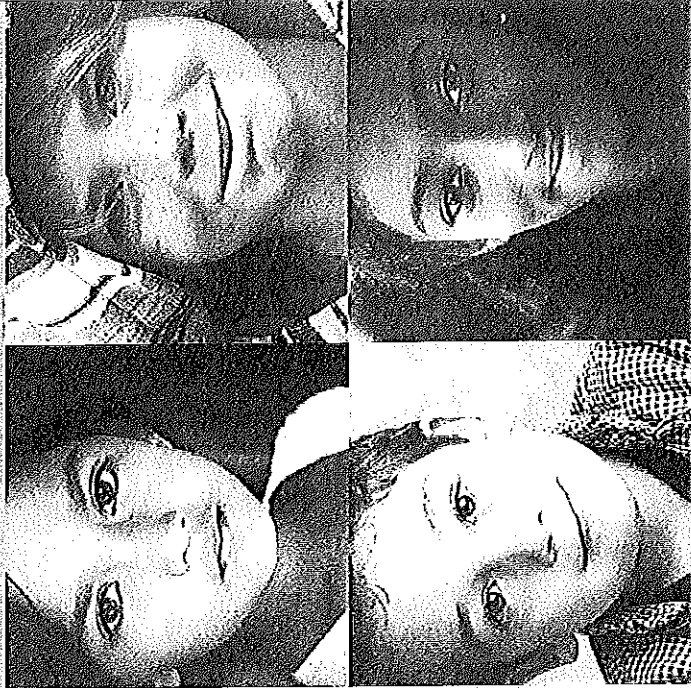
TRAINING:

- ❖ Safe Environment Training
- ❖ Technology Addendum
- ❖ Mandated Reporter Training
- ❖ Signed Mandated Reporter Acknowledgement Form

Go to childyouthprotection.org

select Staff & Volunteers, then select Required Training

Promise TOPROTECT



MANDATED REPORTING

Over the last decade the Archdiocese of Philadelphia has become a leader in developing safe environments for children. Through education and awareness, the Office of Child and Youth Protection assist parish families, Catholic school families and their communities with resources and services.

Please remember the Office for Child and Youth Protection is available to help survivors of sexual abuse and their families. Victim Services can be reached at (888) 800-8760 or (215) 567-5680 or email philavac@archphila.org



www.childyouthprotection.org www.archphila.org

Mandated Reporters

Under Pennsylvania law, any person, paid or unpaid, who works, volunteers and/or comes into direct contact with children in a program, activity or service is a mandated reporter and must immediately report suspicions of child abuse or neglect.

Within the Archdiocese, this includes all members of clergy, parish and school staff, and volunteers who are likely to come into direct contact with children.



What must be reported?

The Standard for reporting suspected abuse/neglect in Pennsylvania is a "reasonable cause to believe" that a child is the victim of abuse/neglect. First hand observation of abuse is not required.

Indicators of Abuse (Source: PA Family Support Alliance)

As mandated reporters, it is important that you are able to recognize indicators of abuse.

Signs of Physical Abuse

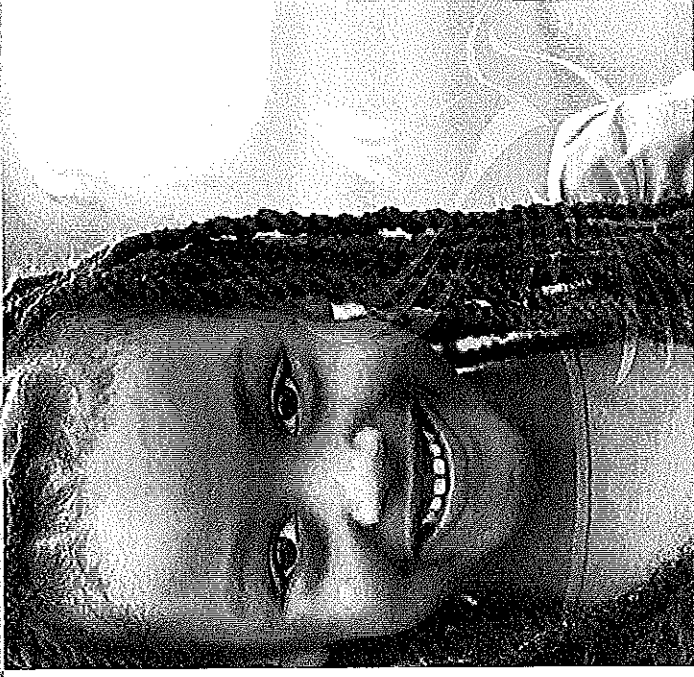
- Unexplained bruises, welts, human bite marks, bald spots
- Numerous bruises in various stages of healing
- Marks on many surfaces of the body
- Unexplained burns, especially cigarette or immersion burns
- Withdrawal or aggression—behavioral extremes
- Uncomfortable with physical contact
- Afraid to go home
- Dressed inappropriately for the weather
- Cringes when approached by an adult (fears getting hit)
- Overreacts to accidents such as spilling milk
- Does not want to talk about home life
- Extreme attachment to parents
- Extreme attentiveness to needs of parents

Signs of Neglect or Psychological Abuse

- Unattended medical needs
- Consistent lack of supervision
- Persistent hunger, poor hygiene or inappropriate dress
- Distended stomach or emaciated body
- Delayed physical development
- Substance abuse
- Regularly displays fatigue or listlessness
- Steals food or begs
- Habit disorders (sucking, rocking, etc.)
- Passive or aggressive behavior extremes
- Neurotic traits such as sleep disorders or inhibition of play

Signs of Sexual Abuse:

- Pain or itching in genital area
- Bruises or bleeding in external genitalia
- Frequent urinary or yeast infections
- Torn, stained or bloody underclothing
- Sexually transmitted diseases
- A child's report or self-disclosure
- Sexual knowledge beyond what is natural for a child
- Preoccupation with their body
- Acting out sexual behavior
- Withdrawal, chronic depression
- Self devaluation and lack of confidence
- Problems with bedtime or afraid to go to bed
- Bedwetting — especially if it begins in a child who has been dry



How do I make a report if I suspect abuse?

If you suspect a child is being abused or neglected, the following three steps must be followed:

1. Call ChildLine at **800-932-0313**
2. Within 48-hours of your report, submit a written CY-47 report with the county Children & Youth services where the alleged abuse took place.
3. Notify the head of your institution immediately.





ARCHDIOCESE OF PHILADELPHIA

Mandated Reporter Acknowledgement Form

For Priests, Deacons, Religious Pastoral Ministers, Administrators, Staff and Volunteers who have direct contact with children.

By my signature below, I hereby acknowledge that I am now, or may in the future be, considered a mandated reporter under the laws of the Commonwealth of Pennsylvania based upon my ministry, work or status as a volunteer with the Archdiocese of Philadelphia, or an entity, school or organization affiliated with the Archdiocese of Philadelphia.

I further hereby acknowledge that I have received and reviewed the Archdiocese of Philadelphia's policies regarding mandated reporting effective November 2014 as outlined in the Mandated Reporting brochure.

I understand that my failure to report suspected child abuse in accordance with all applicable Pennsylvania laws and Archdiocesan policy may result in penalties being imposed upon me under Pennsylvania law and/or Archdiocesan policy.

Print Full Name: _____

Signature: _____

Date: _____

Place of Service: _____