

UC RIVERSIDE: AUDIT & ADVISORY SERVICES

June 13, 2013

To: Charles J. Rowley
Interim Vice Chancellor – Finance and Business Operations

Subject: Safety of Minors Audit

Ref: R2013-01

We have completed our Safety of Minors audit in accordance with the University of California, Riverside Audit Plan. Our report is attached for your consideration.

We appreciate the cooperation and assistance provided by campus personnel contacted to complete this audit. Should anyone have any questions concerning the report, please do not hesitate to contact me.

Gregory Moore
Director

xc: UCR Audit Committee Members
Associate Vice Chancellor, Finance & Business Operations Carlson
Associate Vice Chancellor, Human Resources Voce
Labor Relations Director Lee
Risk Management Director Niravanh

UNIVERSITY OF CALIFORNIA AT RIVERSIDE
AUDIT & ADVISORY SERVICES
MEMBER OF ASSOCIATION OF COLLEGE & UNIVERSITY AUDITORS

REPORT R2013-01
SAFETY OF MINORS
JUNE 2013

Approved by:

Robin A. Maras
Principal Auditor

Rodolfo Jeturian
Assistant Director

Gregory Moore
Director

**UC RIVERSIDE
SAFETY OF MINORS
AUDIT REPORT R2013-01
JUNE 2013**

I. MANAGEMENT SUMMARY

Based upon the results of work performed within the scope of the review, it is our opinion that, overall, the on-going preparation and guidance given to the University of California, Riverside (UCR) campus by the University of California, Office of the President (UCOP) have been appropriately managed by the Labor Relations Office; and the UCR campus has taken proactive steps in preparing for the implementation of the system-wide “Reporting Child Abuse and Neglect” Policy when such is issued by UCOP.

Positive observations included:

- In Fall 2012, key personnel at the organizational unit level were adequately informed by Labor Relations of the California Child Abuse and Neglect Reporting Act (“CANRA”), codified at California Penal Code Section 11164-11174.3. In accordance with this law, they identified the “Mandated Reporters” within their organizations.
- Identified “Mandated Reporters” signed and submitted a ‘Statement Acknowledging Requirement to Report Child Abuse’ form to their respective organizational units, which certified the employee’s status and reporting obligations to the Labor Relations Office.
- Training sessions regarding the safety of minors were offered to “Mandated Reporters” online, as well as an all-day in-person training provided on the UCR campus, which was attended by 47 employees.

Minor items not of the magnitude to warrant inclusion in this report were discussed verbally with management.

II. INTRODUCTION

A. PURPOSE

UCR Audit & Advisory Services, as part of its annual Audit Plan, conducted an audit regarding the safety of minors to determine if:

- The on-going preparation and guidance given to the UCR campus by UCOP have been appropriately managed by the Labor Relations Office; and

- The campus is adequately prepared and can reasonably be expected to yield desired results upon the issuance of the system-wide “Reporting Child Abuse and Neglect” Policy (i.e., accuracy of information and assistance with the compliance of relevant regulations, policies and procedures).

B. BACKGROUND

The first child abuse reporting law in California was enacted in 1963. The early laws mandated only physicians to report physical abuse. Over the years, numerous amendments have expanded the definition of child abuse and the persons required to report. Procedures for reporting categories of child abuse have also been clarified.

CANRA, codified at California Penal Code Section 11164-11174.3, requires that employers of Mandated Reporters (as defined in the Act) promote identification and reporting of child abuse or neglect. It is the position of UC to comply with its obligations under the Act; to require that all University employees and administrators who are Mandated Reporters make required reports to child protection or law enforcement agencies; and more broadly to encourage all members of the University community who observe, have actual knowledge of, or reasonably suspect child abuse or neglect at a University facility or perpetrated by University personnel to promptly report the concern to appropriate external and University officials.

UCOP is currently developing a policy in response to CANRA which will require all UC employees whose workplace responsibilities include regular interactions with minors to function as Mandated Reporters. The Policy’s primary goal will be to help assure that any concerns of child abuse or neglect are promptly reported and addressed. The “Reporting Child Abuse and Neglect” Policy is expected to be issued systemwide in June 2013.

The UCR Labor Relations Office began preparing the campus for policy implementation in Fall 2012. As part of the preparation, they offered several training sessions and began developing a listing of activities involving minors from campus organizational units.

C. SCOPE

This report summarizes the safety of minors programs currently in place, ascertained by:

- Interviewing the Labor Relations Director and Principal Analyst, the Director of Risk Management, and three UCR Intercollegiate Athletics Coaches.

- Reviewing training schedules, electronic mail messages, and supporting documentation for certification activities during the period of October 2012 to June 2013.

Our work was performed in June 2013. Accordingly, this report is based on our knowledge as of that time and should be read with that understanding.

III. OBSERVATIONS

No significant observations were noted during this audit.

Upon discussion with the Interim Vice Chancellor – Finance and Business Operations, and Directors of Labor Relations and Risk Management, it was determined that as part of the implementation of the system-wide “Reporting Child Abuse and Neglect” Policy, UCR campus-specific procedures will be developed and implemented to help minimize the risk for campus activities involving minors. These procedures will not only follow the Policy, but may go beyond by identifying and implementing best practices as suggested in the Freeh Recommendation document. Additionally, although accountability for CANRA certifications lies with individual departments, Labor Relations and Risk Management will continue discussions regarding which unit on campus will ultimately provide central oversight of CANRA certifications at UCR.