

Iowa Department of Human Services
CHILD ABUSE NOTIFICATION

DATE

JUNE 30, 1997

CHILD PROTECTIVE WORKER

INCIDENT NUMBER

CHILD PROTECTIVE SUPERVISOR

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TELEPHONE

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ADDRESS

YOU ARE RECEIVING THIS NOTICE BECAUSE YOU ARE:

- The alleged victim of abuse.
- The person alleged to be responsible for the abuse.
- The parent, guardian, or custodian of the alleged victim.
- Employed by a Child Protection Center involved in this report.
- The administrator of a child care facility employing a person alleged to be responsible for the abuse in the report.
- A mandatory reporter for this report.
- Being notified that an addendum (addition) has been submitted for this report that changes the findings. You have SIX MONTHS from the date of this notice to request a review of the report.
- Being notified that an addendum (addition) has been submitted with additional information OR to make a correction in the narrative. It **DOES NOT** change the finding. The six-month time period to request a review is based on the date of your initial notification.
- Being notified that an addendum (addition) has been submitted because of a REVIEW or a FINAL APPEAL DECISION. Your appeal rights were given in the decision letter. Please follow the directions in that letter for your next step in the appeal process.

THE DEPARTMENT'S DECISION IS:

was FOUNDED, CONFIRMED, and PLACED on the Central Abuse Registry (Registered). This means that more than half of the available evidence shows that abuse occurred and the report meets the criteria for placement on the Central Abuse Registry. The report is kept on the Registry for ten years (or ten years after the most recent confirmed and placed report on the same victim or alleged person responsible), then sealed for eight years, and then expunged from the Registry. (FOR APPEAL INFORMATION, see number 1 on page 2.)

was CONFIRMED but NOT PLACED on the Central Abuse Registry (Nonregistered). This means more than half of the available evidence shows that abuse occurred but DOES NOT meet the criteria for placement on the Central Abuse Registry. This report is kept for five years in the county DHS office and then destroyed. (FOR APPEAL INFORMATION, see number 2 on page 2.)

was NOT CONFIRMED and NOT PLACED on the Central Abuse Registry (Nonregistered). This means that it was not possible to determine by more than half of the available evidence that abuse occurred. This report is kept in the county DHS office for five years and then destroyed. (FOR APPEAL INFORMATION, see number 3 on page 2.)

SUMMARY OF RECOMMENDATIONS (Please note that the written report of the incident has more detailed recommendations.)

- Treatment services were recommended or continued (DHS or other agency)
- Juvenile court action was recommended or continued

THIS REPORT CONCERNS:

Name(s) of Children

Name(s) of Person(s) Determined to be Responsible for the Abuse

PLEASE READ PAGE 2 OF THIS NOTICE IF YOU ARE A SUBJECT OF THIS REPORT AND WOULD LIKE MORE INFORMATION ABOUT YOUR RIGHTS.

470-0686 (Rev. 7/97)

Copy 1 and 2: Addressee

Copy 3: Registry (if Registered)

Copy 4: Case File

ACCESS TO CHILD ABUSE INFORMATION: If you are the mandatory reporter who reported the allegations, or if you are the **subject** of the report (child victim; person allegedly responsible for the abuse; parent, guardian, or custodian of a child named as abused in the report; lawyer representing any subject), you have a right to information from the report which is a written summary of the Department's investigation or assessment of the alleged abuse. A limited number of professionals or agencies also may receive child abuse information under certain circumstances, but confidentiality of child abuse information is protected by law. Iowa Code Section 235.15(2)

A subject of a child abuse report has the right to receive a copy of the report that refers to them. If you are a **subject** of the report, complete the next section of this form and return it to the county DHS office at the address on the top of page 1 to request a copy of the report.

Name of Requester	Date of Request	Incident Number
Address		
Why are you requesting this information?		
If there is more than one report on record, would you like copies of all reports? <input type="checkbox"/> Yes <input type="checkbox"/> No		

A copy of this notice is provided so that you may use one copy to request your report, and keep another for your records. Please send one copy to the child protective worker's address on the top of page 1, and keep the other copy for your records.

REDISSEMINATION: A person who receives child abuse information may not disseminate (give to another person) that information, unless permitted by law. If you give child abuse information to another person, you should make a written record of this action and send it within 30 days to the Central Abuse Registry, 5th Floor, Hoover State Office Building, Des Moines, Iowa 50319-0114. Iowa Code Section 235A.17(1)

CRIMINAL PENALTIES: Any person who attempts to obtain child abuse information under false pretenses, who gives false child abuse information, or who violates release of child abuse information laws may be charged with a misdemeanor. Iowa Code Section 235A.21

EFFECT OF A FOUNDED, CONFIRMED, AND PLACED CHILD ABUSE: If you are determined to be responsible for the abuse of a child and your name is placed on the Central Abuse Registry, you may be prohibited from providing child care or foster care for children. You may also be prohibited from adopting a child or from working in a child care facility. Any prohibition will be dependent on the Department's evaluation of the report. A founded child abuse record is not a criminal conviction. Iowa Code Sections 125.14A(2); 135H.7(2); 232.71(7); 235A.15; and 237.8

REQUESTS FOR CORRECTION OF A CHILD ABUSE REPORT: If you are the subject of a child abuse report, and you believe that the conclusion or any part of the report is in error, you may request correction of that report through a review process. To make such a request, choose the appropriate number below and follow the directions. (See page 1 to determine your review process.) You must send this written and signed statement within six months of the date of the notification on page 1 of this form.

Number 1: FOUNDED, CONFIRMED, AND PLACED ON THE CENTRAL ABUSE REGISTRY - Send your written and signed statement requesting correction or expungement (removal) of your name from the Central Abuse Registry of this report within six months of the date of the notification on page 1 of this form to the Central Abuse Registry, ATTN: REVIEW REQUEST, 5th Floor, Hoover State Office Building, Des Moines, Iowa 50319-0114. When the review is complete, you will receive the Registry decision in writing. If you disagree with this decision, the written notice will explain how you may request an administrative hearing about the report and its conclusions. Iowa Code Section 235A.19

Number 2: CONFIRMED but NOT PLACED ON THE CENTRAL ABUSE REGISTRY - Send your written and signed statement requesting correction of the written report within six months of the date of the notification on page 1 of this form to the county DHS office whose address can be found on the top of page 1. When the review is complete, you will receive the county office decision in writing. If you disagree with this decision, the written notice will explain how you may request an administrative hearing about the report and its conclusions. Iowa Code Section 235A.19

Number 3: NOT CONFIRMED and NOT PLACED ON THE CENTRAL ABUSE REGISTRY - Send your written and signed statement requesting correction of this report within six months of the date of the notification on page 1 of this form to the county DHS office whose address can be found on the top of page 1. When the review is complete, you will receive the county office decision in writing. If you disagree with this decision, the written notice will explain how you may request an administrative hearing about the report and its conclusions. Iowa Code Section 235A.19