

California Department of Education

REPORTING ON ALTERNATIVE TRAINING PROVIDED FOR MANDATORY REPORTERS

California requires that school employees receive annual training on the identification and reporting of child abuse and neglect. The California Department of Education (CDE), in conjunction with the California Department of Social Services (CDSS), provides an online training module for this purpose. California *Education Code Section 44691(c)* requires that “*School districts, county offices of education, state special schools and diagnostic centers operated by the State Department of Education, and charter schools that do not use the online training module provided by the State Department of Social Services shall report to the State Department of Education the training being used in its place.*”

For the convenience of school districts, the CDE has prepared this form for districts that are required to report the alternative training methods used.

Please complete required information on both pages.

School district notification to the CDE may be submitted by e-mail or regular mail:

School Health and Safety Office  
California Department of Education 1430 N Street, Suite 4309  
Sacramento, CA 95814-5901  
E-mail: [SHSO@cde.ca.gov](mailto:SHSO@cde.ca.gov)

REQUIRED INFORMATION

School Year: \_\_\_\_\_

School District: \_\_\_\_\_

County: \_\_\_\_\_

Superintendent Name: \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contact information for person submitting this form:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

## REQUIRED INFORMATION

Title of alternate training: \_\_\_\_\_

Training provider company, organization, or individual: \_\_\_\_\_

Contact information for training provider: \_\_\_\_\_

Provide a description of the training, including topics covered; you may also attach an outline from the training used.

OPTIONAL: The CDE is interested in learning why alternate training was used. Please explain why the district selected alternative training in the duties of mandated reporters rather than the training created by the CA Department of Social Services.