



**EL DORADO COUNTY
DEPARTMENT OF HUMAN SERVICES**

**Doug Nowka
Director**

DEPARTMENT OF SOCIAL SERVICES

**3057 Briw Rd,
Placerville
CA 95667
530 642-7100**

Client Name
Address
City, State zip

Re: Notice of Report in the Child Abuse Central Index

On (DATE) the El Dorado County, Department of Social Services submitted an investigation of suspected child abuse to the Department of Justice that the Department of Social Services determined to be substantiated or inconclusive. Pursuant to current Penal Code §11169(b), this letter serves as a notification that you are named in a child abuse report that was sent to the Department of Justice, Child Abuse Central Index. The Index contains information from investigation reports of suspected child abuse submitted by investigating agencies to the Department of Justice as required by Penal Code §11170(a)(1).

The Index is accessed by law enforcement agencies, probation departments, county welfare agencies and district attorneys when conducting investigations of child abuse, and court investigators and licensing personnel to screen individuals for child placement, adoptions, child care licensure and employment in positions having custody of children.

Victim's Name:

Description of the alleged abuse or neglect:

Date and location it occurred:

The reporting agency is responsible for the accuracy, completeness and retention of its report. If you believe the report is unfounded or you have been incorrectly listed, do not contact the Department of Justice. Any request for review should be directed to El Dorado County Department of Social Services.

If you disagree with this determination, you may request a grievance hearing. A grievance request shall be filed in the form of a written statement signed by you (REQUEST FOR GRIEVANCE HEARING SOC834, Attached). You must state forth the facts which you believe provide a basis for reversal of the county action or finding. You shall file with the county or mail the request for grievance to the county within thirty (30) calendar days of the date you became aware of the county action or finding. Failure to file or mail the request for the grievance within the prescribe time frame shall constitute waiver of the right to a grievance. Attached is a GRIEVANCE PROCEDURE FOR CHALLENGING REFERENCE TO THE CHILD ABUSE CENTRAL INDEX. Request for a grievance hearing should be mailed or delivered to:

El Dorado County Department of Human Services,
Child Protective Services
3057 Briw Rd
Placerville, CA 95667
Attention: Child Protective Services Grievance Hearing Officer

No grievance hearing shall be required when a court of competent jurisdiction has determined that the suspected abuse or neglect has occurred, or when the allegation of child abuse or neglect resulting in the referral to the Child Abuse Central Index is pending before the court.

Date

CPS Social Worker

¹ 11165.12. As used in this article, the following definitions shall control:

(a) "Unfounded report" means a report that is determined by the investigator who conducted the investigation to be false, to be inherently improbable, to involve an accidental injury, or not to constitute child abuse or neglect, as defined in Section 11165.6.

(b) "Substantiated report" means a report that is determined by the investigator who conducted the investigation to constitute child abuse or neglect, as defined in Section 11165.6, based upon evidence that makes it more likely than not that child abuse or neglect, as defined, occurred.

(c) "Inconclusive report" means a report that is determined by the investigator who conducted the investigation not to be unfounded, but the findings are inconclusive and there is insufficient evidence to determine whether child abuse or neglect, as defined in Section 11165.6, has occurred .

Attachments: Request for Grievance Hearing
Grievance Procedures