



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**To:** Superintendents of Schools

**From:** John Frassinelli, Director, Division of School Health, Nutrition, and Family Services, CSDE  
Tracy Davis, Director, Academy of Workforce Development, DCF

**Date:** December 14, 2023

**Subject:** Verification of Completion of DCF Mandated Trainings

Over the past several months, the Department of Children and Families (DCF) has received numerous inquiries regarding the platform through which statutorily required trainings can be taken in order to receive a certificate of completion. The trainings – *School Employee Mandated Reporter Training* and *Identification and Prevention of Adult Sexual Misconduct Training*, must be taken through the DCF Mandated Reporter Training website for a certificate of completion to be issued. DCF will not issue a certificate of completion to school employees if the training is completed on any other compliance driven training platform, (e.g., Vector Training Systems, Global Compliance Network). Below are links to the authorized training platforms and information on the statutory requirements.

[DCF Link: Mandated Reporter Training for School Employees June 2023](#)

This asynchronous Mandated Reporter Training course is designed to provide the most updated information regarding the accurate and prompt identification and reporting of child abuse and neglect. Legal requirements and protections for mandated reporters are discussed in detail, as well as consequences for failing to report. Information regarding DCF's mission and practices are also contained in the training program to enhance participants' global understanding of the child welfare system, as well as a school employee's role and responsibility as a mandated reporter. This training is required every three (3) years following the initial training. For more information about the statutory requirements, please see the following Connecticut General Statutes:

1. [Section 17a-101. Protection of children from abuse. Mandated reporters. Educational and training programs. Model mandated reporting policy](#)
2. [Section 17a-101i. Abuse or neglect by school employee or staff member of public or private institution or facility providing care for children. Notice. Adoption of policy. Employee training program](#)

[DCF Link: Identification and Prevention of Adult Sexual Misconduct Training](#)

This asynchronous training course is designed for participants to learn the new bystander responsibility and reporting, prevention, and victim support requirements. School employees will recognize how to help prevent and respond to child sexual abuse and assault, as well as explore and identify appropriate interactions between adults and children in the school setting.

Legal requirements as a mandated reporter are discussed in detail, as well as enhancing participants' global understanding of the child welfare system. This training does not, however, fulfill the Superintendent of Schools requirements regarding the Mandated Reporter Training for School Employees that is required every three (3) years following the initial training. For more information about the statutory requirements, please see Sections 4 and 5 of Public Act 22-87:

1. [Section 4 of Public Act 22-87: An Act Concerning the Identification and Prevention of and Response to Adult Sexual Misconduct Against Children](#)

For questions regarding training requirements, please contact DCF Program Supervisor Carleen Chisholm at [Carleen.Chisholm@ct.gov](mailto:Carleen.Chisholm@ct.gov).

cc: Carleen Chisholm, Program Supervisor, DCF