$20 fee for child abuse registry check

The fee for a Child Abuse Registry check is $20. This non-refundable fee must be submitted with the application. This fee may be exempt if the application is to:

- allow CFS to determine whether a child is in need of protection
- help a CFS agency or an adoption agency assess an adoptive applicant
- assess a volunteer, student trainee or someone in a work placement program involving access to children
- assess an applicant for a foster home licence
- help a peace officer, Office of the Children's Advocate or chief medical examiner carry out duties

Identification required by applicants

Two pieces of valid identification is required. Acceptable identification includes, but is not limited to:

- Manitoba Health card
- social insurance number card
- driver's licence
- passport
- citizenship card
- birth certificate
- treaty card

For more information on the Provincial Child Abuse Registry contact:

Manitoba Family Services
Child Protection Branch
2nd floor – 777 Portage Avenue
Winnipeg, Manitoba
R3G 0N3

Phone: 204-945-6964
Toll free: 1-800-282-8069 ext. 6964
Fax: 204-948-2222

Email: car@gov.mb.ca
Website: manitoba.ca/childabuseregistry

The Provincial Child Abuse Registry

How the Registry Works

Manitoba

The primary purpose of the child abuse registry is to protect children from abusers

Organizations and employers may access the registry to help determine if a person who will provide care or have unsupervised access to children is known to have been involved in abusing a child.

A person may be asked to complete a child abuse registry check when applying for paid or volunteer work which involves access to children. The registry check might be requested at the hiring stage or after a person has begun working, depending on the organization's policy.

> ***Note: People not listed on the child abuse registry may still be a risk to children.*** *Organizations should use child abuse registry checks plus self-disclosure and have professional conduct policies in place. They should also consider other screening methods such as police criminal record checks.*

How do names become listed?

1. A person living in Manitoba is found guilty, or pleads guilty to a criminal offence involving child abuse. (This includes persons moving to, or frequently visiting Manitoba.)
2. A Child and Family Services (CFS) child abuse committee (CAC) concludes after reviewing a case, that a person has abused a child and should be registered.
3. A family court finds that a person abused a child.

How long will a name remain on the registry?

The Child and Family Services Act states that a name will be kept on the Provincial Child Abuse Registry:

- for 10 years after the last entry was made relating to that person, or
- until the child who was abused turns 18 years old

whichever is later.

How are names reported to the registry?

1. When a person living in Manitoba is found guilty or pleads guilty to child abuse, a CFS agency, a peace officer or the court must report the person's name, circumstances of the abuse and any sentence imposed to the CFS director for entry on the registry.
2. When a family court finds a person has abused a child, the court or a CFS agency provides the information to the director for entry on the registry.
3. When a CAC reviews a case and information from the alleged abuser, and concludes the person abused a child, the name should be entered on the registry. The CAC reports its conclusions to CFS. After a 60-day appeal period, the CFS director enters that person's name in the registry.

How to Access the Provincial Child Abuse Registry

All names and information on the registry are confidential. Public access is not allowed. Applications for registry information are accepted from:

- **a CFS agency**
  - investigating a claim of abuse or a child protection concern
  - assessing current or potential employees, volunteers or student trainees
  - assessing foster parents or adoption applicants
  - assessing homemakers or parent aides
- **an adoption agency** (with the person's signed permission)
  - assessing adoption applicants
  - assessing current or potential employees, volunteers or student trainees
- **a peace office** when the information is required to carry out his or her duties
- **an employer** or volunteer co-ordinator (with the person's signed permission) to assess a person having access to children
- **any person** who believes his or her name and related information is contained in the registry

References CFS – Child and Family Services, a branch within Manitoba Family Services CAC – child abuse committee