

# The Provincial Child Abuse Registry

## How the Registry Works

### The primary purpose of the child abuse registry is to protect 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 the 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 the 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 officer** when the information is required to carry out their duties;
- **an employer** or volunteer coordinator (with the person's signed permission) to assess a person having access to children;
- **any person** who believes their name and related information is contained in the registry.

## \$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, the Manitoba Advocate for Children and Youth office 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
- Driver's licence
- Passport
- Citizenship card
- Birth certificate
- Treaty card

For more information on the Provincial Child Abuse Registry contact:

### **Manitoba Families**

Child Protection Branch  
2<sup>nd</sup> floor - 777 Portage Avenue  
Winnipeg (Manitoba) R3G 0N3

Phone: 204-945-6964

Toll free: 1-800-282-8069 (extension 6964)

Fax: 204 948-2222

Email: [car@gov.mb.ca](mailto:car@gov.mb.ca)

Website: [manitoba.ca/childabuseregistry](http://manitoba.ca/childabuseregistry)