



# Roanoke College

## *Employee Notices*

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### **CODE OF VIRGINIA NOTICE OF CHILD ABUSE AND NEGLECT REPORTING**

#### **Responsibility to Report**

Any person employed by a public or private institution of higher education (i.e. every RC employee) is required by law to report suspected instances of child abuse and neglect ( §63.2-1509 of the Code of Virginia).

### **NOTICE OF REASONABLE ACCOMMODATIONS FOR PREGNANCY, CHILDBIRTH, RELATED MEDICAL CONDITIONS OR DISABILITY**

If any employee reports a pregnancy, childbirth, or related medical conditions, including lactation, or to an otherwise qualified person with a disability, Roanoke College is required to give the employee a notice of their rights within 10 days.

**NOTICE:** Roanoke College does not unlawfully discriminate on the basis of pregnancy, childbirth, or related medical issues. Employees may have a right to reasonable accommodation for known limitations related to pregnancy, childbirth, or related medical issues. Please contact Human Resources if you have limitations related to pregnancy, childbirth, or other related medical issues for which you seek an accommodation. You may be entitled to an interactive process to determine whether a specific accommodation is reasonable.

***It is your responsibility as a Roanoke College employee to be familiar with the notices listed above, as well as other notices, policies and procedures noted in the Roanoke College Handbook.***

***Employee notices, policies and procedures can be found online at [www.Roanoke.edu/hr](http://www.Roanoke.edu/hr).***

**§ 63.2-1509. Requirement that certain injuries to children be reported by physicians, nurses, teachers, etc.; penalty for failure to report.**

A. The following persons who, in their professional or official capacity, have reason to suspect that a child is an abused or neglected child, shall report the matter immediately to the local department of the county or city wherein the child resides or wherein the abuse or neglect is believed to have occurred or to the Department's toll-free child abuse and neglect hotline:

1. Any person licensed to practice medicine or any of the healing arts;
2. Any hospital resident or intern, and any person employed in the nursing profession;
3. Any person employed as a social worker or family-services specialist;
4. Any probation officer;
5. Any teacher or other person employed in a public or private school, kindergarten, or child day program, as that term is defined in § [22.1-289.02](#);
6. Any person providing full-time or part-time child care for pay on a regularly planned basis;
7. Any mental health professional;
8. Any law-enforcement officer or animal control officer;
9. Any mediator eligible to receive court referrals pursuant to § [8.01-576.8](#);
10. Any professional staff person, not previously enumerated, employed by a private or state-operated hospital, institution or facility to which children have been committed or where children have been placed for care and treatment;
11. Any person 18 years of age or older associated with or employed by any public or private organization responsible for the care, custody or control of children;
12. Any person who is designated a court-appointed special advocate pursuant to Article 5 (§ [9.1-151](#) et seq.) of Chapter 1 of Title 9.1;
13. Any person 18 years of age or older who has received training approved by the Department of Social Services for the purposes of recognizing and reporting child abuse and neglect;
14. Any person employed by a local department as defined in § [63.2-100](#) who determines eligibility for public assistance;

15. Any emergency medical services provider certified by the Board of Health pursuant to § [32.1-111.5](#), unless such provider immediately reports the matter directly to the attending physician at the hospital to which the child is transported, who shall make such report forthwith;
16. Any athletic coach, director or other person 18 years of age or older employed by or volunteering with a public or private sports organization or team;
17. Administrators or employees 18 years of age or older of public or private day camps, youth centers and youth recreation programs;
18. Any person employed by a public or private institution of higher education other than an attorney who is employed by a public or private institution of higher education as it relates to information gained in the course of providing legal representation to a client;
19. Any minister, priest, rabbi, imam, or duly accredited practitioner of any religious organization or denomination usually referred to as a church, unless the information supporting the suspicion of child abuse or neglect (i) is required by the doctrine of the religious organization or denomination to be kept in a confidential manner or (ii) would be subject to § [8.01-400](#) or [19.2-271.3](#) if offered as evidence in court; and
20. Any person who engages in the practice of behavior analysis, as defined in § [54.1-2900](#).

If neither the locality in which the child resides nor where the abuse or neglect is believed to have occurred is known, then such report shall be made to the local department of the county or city where the abuse or neglect was discovered or to the Department's toll-free child abuse and neglect hotline.

If an employee of the local department is suspected of abusing or neglecting a child, the report shall be made to the court of the county or city where the abuse or neglect was discovered. Upon receipt of such a report by the court, the judge shall assign the report to a local department that is not the employer of the suspected employee for investigation or family assessment. The judge may consult with the Department in selecting a local department to respond to the report or the complaint.

If the information is received by a teacher, staff member, resident, intern or nurse in the course of professional services in a hospital, school or similar institution, such person may, in place of said report, immediately notify the person in charge of the institution or department, or his designee, who shall make such report forthwith. If the initial report of suspected abuse or neglect is made to the person in charge of the institution or department, or his designee, pursuant to this subsection, such person shall notify the teacher, staff member, resident, intern or nurse who made the initial report when the report of suspected child abuse or neglect is made to the local department or to the Department's toll-free child abuse and neglect hotline, and of the name of the individual receiving the report, and shall forward any communication resulting from the report, including any information about any actions taken regarding the report, to the person who made the initial report.

The initial report may be an oral report but such report shall be reduced to writing by the child abuse coordinator of the local department on a form prescribed by the Board. Any person required to make the report pursuant to this subsection shall disclose all information that is the basis for his suspicion of abuse or neglect of the child and, upon request, shall make available to the child-protective services coordinator and the local department, which is the agency of jurisdiction, any information, records, or reports that document the basis for the report. All persons required by this subsection to report suspected abuse or neglect who maintain a record of a child who is the subject of such a report shall cooperate with the investigating agency

and shall make related information, records and reports available to the investigating agency unless such disclosure violates the federal Family Educational Rights and Privacy Act (20 U.S.C. § 1232g). Provision of such information, records, and reports by a health care provider shall not be prohibited by § [8.01-399](#). Criminal investigative reports received from law-enforcement agencies shall not be further disseminated by the investigating agency nor shall they be subject to public disclosure.

B. For purposes of subsection A, "reason to suspect that a child is abused or neglected" shall, due to the special medical needs of infants affected by substance exposure, include (i) a finding made by a health care provider within six weeks of the birth of a child that the child was born affected by substance abuse or experiencing withdrawal symptoms resulting from in utero drug exposure; (ii) a diagnosis made by a health care provider within four years following a child's birth that the child has an illness, disease, or condition that, to a reasonable degree of medical certainty, is attributable to maternal abuse of a controlled substance during pregnancy; or (iii) a diagnosis made by a health care provider within four years following a child's birth that the child has a fetal alcohol spectrum disorder attributable to in utero exposure to alcohol. When "reason to suspect" is based upon this subsection, such fact shall be included in the report along with the facts relied upon by the person making the report. Such reports shall not constitute a per se finding of child abuse or neglect. If a health care provider in a licensed hospital makes any finding or diagnosis set forth in clause (i), (ii), or (iii), the hospital shall require the development of a written discharge plan under protocols established by the hospital pursuant to subdivision B 6 of § [32.1-127](#).

C. Any person who makes a report or provides records or information pursuant to subsection A or who testifies in any judicial proceeding arising from such report, records, or information shall be immune from any civil or criminal liability or administrative penalty or sanction on account of such report, records, information, or testimony, unless such person acted in bad faith or with malicious purpose.

D. Any person required to file a report pursuant to this section who fails to do so as soon as possible, but not longer than 24 hours after having reason to suspect a reportable offense of child abuse or neglect, shall be fined not more than \$500 for the first failure and for any subsequent failures not less than \$1,000. In cases evidencing acts of rape, sodomy, or object sexual penetration as defined in Article 7 (§ [18.2-61](#) et seq.) of Chapter 4 of Title 18.2, a person who knowingly and intentionally fails to make the report required pursuant to this section shall be guilty of a Class 1 misdemeanor.

E. No person shall be required to make a report pursuant to this section if the person has actual knowledge that the same matter has already been reported to the local department or the Department's toll-free child abuse and neglect hotline.

1975, c. 341, § 63.1-248.3; 1976, c. 348; 1978, c. 747; 1993, c. 443; 1994, c. [840](#); 1995, c. [810](#); 1998, cc. [704](#), [716](#); 1999, c. [606](#); 2000, c. [500](#); 2001, c. [853](#); 2002, cc. [747](#), [860](#); 2006, cc. [530](#), [801](#); 2008, cc. [43](#), [268](#); 2012, cc. [391](#), [504](#), [640](#), [698](#), [728](#), [740](#), [815](#); 2013, cc. [72](#), [331](#); 2014, c. [285](#); 2017, cc. [176](#), [428](#); 2019, cc. [98](#), [295](#), [414](#); 2020, cc. [461](#), [860](#), [861](#); 2022, c. [766](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

## Notice of Reasonable Accommodations For Pregnancy, Childbirth, Related Medical Conditions Or Disability

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**Roanoke College is posting this Notice, is including it in its Employee Handbook, will provide a copy to all newly-hired employees, to any female employee within 10 days of learning that she is pregnant, and to any employee within 10 days of such employee's providing notice that the employee seeks an accommodation due to a disability.**

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### **PROTECTIONS FROM DISCRIMINATION**

Employers in Virginia with five or more employees for a 20-week period in the current or preceding year must provide reasonable accommodations for pregnancy, childbirth, or related medical conditions, including lactation, or to an otherwise qualified person with a disability to assist such person in performing their job, unless the accommodation would impose an undue hardship. Employers also may not, in response to a request for a reasonable accommodation **(i)** take adverse actions against an employee; **(ii)** deny employment or promotions; or **(iii)** require an employee to take leave if another reasonable accommodation can be provided.

### **REASONABLE ACCOMMODATIONS**

Examples of potential reasonable accommodations include more frequent or longer bathroom breaks, breaks to express breast milk, access to a private location other than a bathroom for the expression of breast milk, acquisition or modification of equipment or access to or modification of employee seating, a temporary transfer to a less strenuous or hazardous position, assistance with manual labor, job restructuring, a modified work schedule, light duty assignments, and leave to recover from childbirth. Examples of reasonable accommodations for disabilities may also include reassignment to a vacant position or light duty assignments.

### **INTERACTIVE PROCESS**

When an employee requests an accommodation, Roanoke College will engage in a timely, good faith interactive process with the employee to determine if the requested accommodation is reasonable and, if not, discuss alternative reasonable accommodations that may be provided.

### **QUESTIONS?**

Please review the Roanoke College EEO policies for more information or you may contact Human Resources or any executive if you have any questions, concerns, or to request an accommodation.