

California Department of Justice
DIVISION OF CALIFORNIA
JUSTICE INFORMATION SERVICES
Nick L. Dedier, Director/CIO



INFORMATION BULLETIN

Subject:

CHILD ABUSE CENTRAL INDEX (CACI)
VALIDATION OF PREVIOUSLY SUBMITTED
INVESTIGATIVE INFORMATION

No.

04-14-BCIA

Date:

8/9/04

Contact for information:

Child Protection Program
(916) 227-5178

TO: ALL POLICE CHIEFS, SHERIFFS AND CHILD PROTECTIVE SERVICES

California agencies are required by Penal Code section 11169 to submit certain child abuse reports to the Department of Justice's Child Abuse Central Index (CACI) and maintain these reports for future investigations. If the local investigating agency no longer maintains the supportive investigative file, the Department of Justice should no longer maintain an index of that information and the index entry should be deleted from the CACI. The Department of Justice is now able to assist agencies in validating that reports listed in the CACI correspond to investigative reports maintained by the reporting agency.

California Reporting Requirements

The Child Abuse Central Index is maintained under the authority of the Child Abuse Neglect and Reporting Act and is codified in sections 11164 through 11174.4 of the Penal Code (PC). In addition, Title 11, sections 900 through 911 of the California Code of Regulations outlines policies, practices and procedures for the on-going maintenance of the CACI. Existing statutes require that investigating agencies retain reports for the same period of time that the Department of Justice is required to retain the reports, and establishes a 10-year purge for child abuse reports with an investigative finding of "inconclusive." Reports with an investigative finding of "substantiated" are not purged unless the investigating agency modifies its investigative findings to "inconclusive" or "unfounded," or the record is sealed pursuant to sections 389 or 781 of the Welfare and Institutions Code (Juvenile) or 851.8 PC (factually innocent).

Benefits

Purging CACI of entries not supported by local records will reduce the occurrence of unnecessary contacts to your agency by both DOJ and other users of CACI data. It will also ensure that the index does not maintain information on subjects which is no longer supported by the local investigative file.

How to Initiate a Validation of Your Records

To request a validation report, please contact the Child Protection Program at (916) 227-5178. In order to meet the needs of all authorized agencies, we can provide an electronic and/or manual validation report based on your agency's Originating Agency Identifier (ORI).

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All reporting agencies are strongly encouraged to participate in this program. If you have any questions regarding this program, please contact Olivia Carrera at (916) 227-5178, or via e-mail at olivia.carrera@doj.ca.gov.

Sincerely,

~~DOUG~~ SMITH, Deputy Director
Division of California Justice Information Services

For BILL LOCKYER
Attorney General