February 27, 2013

Dear Community Service Provider:

Over the last year the Executive Office of Health & Human Services’ Center for Staff Development in partnership with the Department of Children & Families (DCF, formerly DSS) developed and launched an on-line Mandated Reporter eLearning tool. To date this tool has only been available to state employees but we are now announcing that it will be made available to community based providers and the public at large.

The eLearning tool is designed to answer many questions DCF receives regarding mandated reporting and includes topics such as:

- How to Recognize Child Abuse and Neglect
- Who is a Mandated Reporter
- Responsibilities of a Mandated Reporter
- Filing a 51A Report

The Department of Children and Families depends on reports from professionals like you and other concerned individuals to learn about children who may need protection. It is the shared responsibility of the community to report information that will help the Commonwealth protect children from harm and nurture their development.

As a community-based provider, we hope you will encourage your employees to complete the on-line training. It is available through the Commonwealth’s Learning Management System known as PACE. In order to access the eLearning you will need to register in PACE by completing a registration form at:


Please complete the form and follow the submission instructions. This training is available free of charge.

State law requires professionals whose work brings them in contact with children to notify DCF if they suspect that a child is being abused and/or neglected. Thank you in advance for completing the eLearning tool and enhancing your understanding about this important mandate.

Please contact Yvonne Wade at 617-348-5751 or at yvonne.wade@state.ma.us with questions or if you need assistance.

Sincerely,

Marilyn Anderson Chase
EOHHS Assistant Secretary
Children Youth and Families