

I. PURPOSE

These Procedures implement the requirements set forth in University Policy RISK 2.50.060 -

C. Background Checks.

The requirements in this section apply to all University Programs.

1. *University Programs and Members of the University Community.* The following members of the University Community must undergo a Background Check before regularly interacting with Minors in University Program(s):
 - a. Individuals who participate in University Programs as part of their responsibilities;
 - b. individuals who directly supervise University Programs; and
 - c. individuals who supervise overnight stays by Minors as part of their University Program responsibilities.

Background checks may not be required for individuals whose only contact with Minors is in the context of an occasional event that is conducted entirely in public, or in other circumstances where it is unreasonable to require a background check, as determined by the Office of Enterprise Risk Management.

The director or supervisor of each University Program must confirm that program staff that fall into the categories identified in Section III.C.1 a-c above have each completed a Background Check in accordance with University Policy RISK 12.10.020 – *Background Checks*.

2. *Third-Party Programs.*
 - a. The University department sponsoring any Third-Party Program must obtain the Third-Party Program organizer's agreement to comply with University Policy RISK 2.50.060- Protection of Minors on University Premises and in University Programs (the "Protection of Minors Policy") and these Procedures (both of which may be accessed via the University's Youth on Campus [website](#)).

1. Admissions and Recruiting Visits:

- a.** University admissions and recruiting personnel (e.g., University staff and faculty) must comply with the Protection of Minors Policy (RISK 2.50.060 – Protection of Minors T/F1 12 Tf1 0 0 1 448.48 681.12 Tm0 g0 G[])TETQD

- c. The Office of Student Engagement will monitor compliance of student groups to these Procedures and the Protection of Minors Policy.

E.

- b.** Determine whether the University has reported the alleged abuse consistent with its obligations set forth in the Policy.
 - c.** If a parent or legal guardian of the Minor involved has not been notified, and is not the alleged abuser, promptly notify the parent or legal guardian.
 - d.** Facilitate the University's cooperation with any investigation conducted by local law enforcement, county child welfare, or any other governmental agency.
- 4.** *Mandatory Reporter.* [Colorado Revised Statutes §19-3-304\(2\)](#) requires

Sponsoring Units for any University Program where Minors do not stay overnight as part of the University Program must obtain the above information when reasonably appropriate, feasible, and practical unless such Sponsoring Unit has obtained an exception to this requirement from the Office of Enterprise Risk Management.

E. Supervision.

Individuals running a University Program must provide for adequate supervision

- C. Contact the Office of Enterprise Risk Management with questions about the Protection of Minors Policy or these Procedures.

VI. DEFINITIONS

- A. mean members of the University Community who have successfully completed a criminal background and fingerprint check as discussed in these Procedures and who have successfully completed designated training as discussed in these Procedures.
- B. means a background check as described in University Policy RISK 12.10.020 – *Background Checks*
- C. means a Minor's temporary presence on University Premises as part of a University recruitment event or community outreach activity.
- D. : In accordance with the Colorado Children’s Code, C.R.S. § 19-1-101, et seq., Child Abuse means an act or omission that threatens the health or welfare of a child, and “abuse” or “child abuse or neglect” includes cases in which a child shows evidence of physical injuries or malnutrition that is not justifiably explained; cases in which a child is subjected to sexual assault or molestation, sexual exploitation, or prostitution; cases in which a child is a child in need of services because the child's parents

- D. Colorado Department of Human Services Office of Children, Youth & Families
[Child Abuse & Neglect Website](#)
- E. [CO4Kids.org](#) (for information regarding [signs of Child Abuse and Neglect](#))
- F. Other Prevention Resources:
 - [U.S. Department of Health and Human Services, Children's Bureau, Factsheet: What is Child Abuse and Neglect? Recognizing the Signs and Symptoms](#)
 - [U.S. Department of Health and Human Services, Children's Bureau, Factsheet: Preventing Child Abuse and Neglect](#)
- G. University Policy RISK 12.10.020 – *Background Checks*
- H. [Conference and Event Services](#)
- I. [Denver Sports & Outdoors – DU Youth Programs](#)