



OFFICE OF P-12 EDUCATION: Office of Special Education
ASSISTANT COMMISSIONER
Room 301M EB, 89 Washington Avenue • Albany, NY 12234
www.p12.nysed.gov/specialed/

Telephone (518) 402-3353
Fax: (518) 402-3534

June 2013

SPECIAL EDUCATION FIELD ADVISORY

TO: Executive Directors of Approved Private In-State Residential Schools
Superintendents, Special Act School Districts
Superintendents, State-Operated Schools
Superintendents, State-Supported Schools

FROM: James P. DeLorenzo

SUBJECT: Chapter 501 of the Laws of 2012 ("Protection of People with Special Needs Act"): Code of Conduct for Custodians and Notice to Mandated Reporters

Attached for your review is a letter from the Justice Center Project Team regarding the Code of Conduct for Custodians established pursuant to Chapter 501 of the Laws of 2012. The Code of Conduct governs the conduct of custodians who have regular and direct contact with vulnerable persons who reside in or receive services from facilities or provider agencies including students attending in-State residential schools under the State Education Department's oversight (i.e., the New York State School for the Blind, New York State School for the Deaf, a State-supported school which has a residential component, a special act school district, or an approved private residential school). "Custodian" includes a director, operator, employee or volunteer of a facility or provider agency; or a consultant or an employee or volunteer of a corporation, partnership, organization or governmental entity which provides goods or services to a facility or provider agency. Each in-State residential school must ensure that the Code of Conduct is read and signed at least annually by all such custodians.

Also attached is the Notice to Mandated Reporters developed by the Justice Center. This Notice provides Mandated Reporters with an overview of their legal responsibilities under Chapter 501 to report abuse, neglect and significant incidents involving vulnerable persons to the Justice Center. We are requesting your assistance in distributing copies of this Notice to your staff to ensure that they are aware of the new reporting requirements prior to the June 30, 2013 effective date.

Additional information regarding Chapter 501 is available at <http://www.governor.ny.gov/Justice4SpecialNeeds/home>. A copy of the full text of the law can be viewed at <http://www.governor.ny.gov/assets/justice4specialneeds/LBDCinfo.htm>.

We appreciate your attention to these important matters. Questions regarding the Code of Conduct for Custodians and Notice to Mandated Reporters should be directed to the Justice Center at (518) 549-0200.