



# **Briefing on Procedural Guide on Child Abuse (revised 2007)**

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# Background

- To tie in with new service developments:
  - Restructuring of the former Child Protective Service Units
  - Re-engineering of family services
  - Formation of Integrated Children and Youth Service Centres
  - The provision of Student Guidance Service in primary schools
- To review the 'Guide to Participants of the Multi-disciplinary Case Conference on Child Abuse



## Background (Continued)

- Endorsed by Committee on Child Abuse (CCA) in 2004 to review the Procedures.
- A task group was formed with representatives from :
  - **Government** : LWB, EDB, HA, DH, Police, SWD
  - **HKCSS**
  - **NGO** : HKFWS, ACA



# AIM

- To provide guidance to government departments, NGOs and other concerned sectors :
  - ◆ To SERVE THE BEST INTEREST OF CHILDREN AND PROTECT THEM FROM ABUSE
  
- Key to effective action is built on MULTI-DISCIPLINARY APPROACH OF:
  - ✓ WORKING TOGETHER
  - ✓ TRUSTING EACH OTHER
  - ✓ FOR THE WELFARE OF CHILDREN



# Outline

Section I – Introduction

Section II – Basic Knowledge

Section III – Multi-disciplinary Collaboration

Section IV – Handling of  
Referrals/Enquiry/Investigation

Section V – Roles of Relevant Departments/  
Organisations

Section VI – Handling of Allegations against Staff



# Presentation Format

- Adopt a standard statement to direct readers to make reference to respective chapters (e.g. handling of reports/referral procedures in Chapter 6 & 7) which could be commonly shared by different disciplines
- Use of Frequently Asked Questions
- Section V: Grouping by service setting instead of by agency



## Section I – Introduction

- Basic philosophy and Governing Principles for handling of suspected abuse cases are emphasized basing on United Nations Convention on the Rights of the Child (UNCRC)
- Serving the best interest of children while the views of the parents/guardians should be sought and considered in formulation of welfare plan



## Section II – Basic Knowledge

Strengthening areas in

- Definitions of child abuse (e.g. Neglect) and Guide to Identification of child abuse in Chapter 2
- Legal Aspects : Ordinances related to Child protection and abuse are listed out in Chapter 3
- Add FAQs (Annex I to Chapter 3) to illustrate application of the Ordinances to child protection work
- Information sharing and Confidentiality in Chapter 4
  - ✓ Elaborate PD(P)O and its exemption (Annex IV to Chapter 4)
  - ✓ Confidentiality Issues of Medical Practitioners (MP), Clinical Psychologists (CP) and Social Workers (SW) included
  - ✓ Let other professionals know about the principles which MO/CP/SW are required to observe





## Section III – Multi-disciplinary Collaboration

- **Chapter 5** : to adopt case manager approach to facilitate coordination of services among multi-disciplinary
- **Chapter 6** (Initial Handling of Reports/Referrals) and **Chapter 7** (Initial Assessment and Referral Procedures) provide a general and generic chapter on handling procedures that could be commonly shared by different disciplines.



# Chapter 6 : Initial Handling of Reports / Referrals

- Amendment on **Appendix I re: Definition of Known Cases for Welfare Organisations**
  - ✓ 'Freeze period' for Closed cases of IFSCs/ISCs/FCPSUs changed from 6 months to 3 months
  - ✓ Define as known case if intake/outreaching with recommendation not yet endorsed after one month
  - ✓ Not applicable to other NGO units other than IFSCs/ISCs
- NGO Units other than IFSCs/ISCs is defined (e.g. ICYSC, YOT))
- Rule for handling cases known to more than One service unit



# Chapter 7 : Initial Assessment and Referral Procedures

- Cover the procedures for handling cases where CPSIT is formed and cases where CPSIT is not formed



# Section IV – Handling of Referrals/Enquiry/Investigation

Social Enquiry / Investigation

Medical Examination

Joint Investigation

Multi-Disciplinary Case Conference

Follow-up Services



## Chapter 10 : Joint Investigation

- Focus on the process of joint investigation when referral is made to CPSIT which is part of the 'investigation'
- Roles of FCPSU worker & Police when CPSIT is formed
- Handling of video-recorded interview tapes by police is added (paragraph 109)



# Chapter 11 : Multi-disciplinary Case Conference (MDCC)

- **Timing for MDCC:** within 10 working days and indicate the date and event from which this is to be counted
- **Membership :** delete 'full member' / 'member in attendance'
- Arrangement for **Family and Child Participation** in MDCC (to inform them that they can give views in writing if unable to attend the MDCC)
- **Time frame for confirmation of minutes** is suggested [paragraph P (3) to (5)]
- Sample **format of minutes** of MDCC is revised (Annex IIB to Chapter 11) to highlight the roles of family members in MDCC
- **FAQs** (Annex III to Chapter 11) is added to give advice on some specific situations in MDCC



## Chapter 12 : Follow-up Services

- Legal Representation Scheme for Children and Juveniles involved in Care or Protection Proceedings is added (paragraph 4)
- Domestic Violence Injunction Order under Domestic Violence Ordinance, Cap. 189 is included (paragraph 7)



# Section V - Roles of Relevant Departments/Organisations

- Grouping by service setting:
  - Social Service Units
  - Health Services
  - Other Departments / Organisations
- Individual profession/discipline should refer to respective chapter for specific procedures and roles to be taken in case handling
- Delete Chapter on Private Medical Practitioner but **newly added** Chapter 25(Housing Department) and Chapter 26 (other Departments/Organisations/Service Units) to capture/cover all departments/service units/individual practitioners that have contacts with children; to encourage them to report/make referral to FCPSU/responsible units





## Chapter 14 : FCPSUs / SWD

- Elaborate division of work among FCPSUs and other units such as IFSCs/ISCs in handling reported/referral case (paragraph 5)
- Highlight handling of referrals received by SWD outreaching team after office hours (paragraph 9)



# Chapter 17 : Children and Youth Services

- Service coverage:
  - ICYSC with casework service of CSSS/SSE/YND
  - Independent SSWU
  - YOT
- Integrate gist of Chapters 6,7,8 & 9 of existing guideline and draw reference to 'Guide to Multi-disciplinary Collaboration on School Social Work Service'



## Chapter 23 : Educational Services

- Integrate the gist of chapters 6,16,17 and 18 in existing guidelines which are applicable to all school personnel in kindergartens, kindergarten-cum-child care centres, primary schools, secondary schools and special schools
- Highlight the internal report mechanism in handling sexual abuse cases when the suspected abuser is a staff member of school



## Chapter 24 : Police

- Paragraphs 8 to 18 are newly **added** to elaborate the legal measures and handling procedures specifically set out for child witnesses



## **Section VI - Handling of Allegations against Staff**

Scope of concern:

- Confined to allegation or suspicion arises in connection to the individual's work
- Provide general principles for reference



**Thank you**