

**POLICY REGARDING EMPLOYEE COMPLIANCE  
WITH CALIFORNIA ASSEMBLY BILL 506 OF 2021**

**1. Purpose:**

**1.1.** The purpose of this policy is to ensure compliance with California Assembly Bill 506 of 2021 (AB-506) (formally referred to as California Business and Professions Code Section 18975), which was enacted in order to prevent child abuse and neglect with respect to youth service organizations. AB-506 requires training, fingerprinting and background checks for individuals to whom the law applies, and requires the implementation of policies designed to further the goal of prevention of child abuse and neglect. This policy supplements, and does not replace or limit, BSA's existing policies, duties and obligations regarding the prevention and reporting of child abuse and neglect.

**2. Definitions:**

**2.1. AB-506** means California Assembly Bill 506 of 2021, which is formally referred to as California Business and Professions Code Section 18975.

**2.2. Employee** means an individual hired for a paid position at a Council, including paid administrators.

**2.3. Administrator** means an individual holding an executive position at a Council with a fiduciary duty to the organization, whether or not such individual is serving in a paid role or a volunteer role, such as a board member. A member of an advisory committee is not, solely by virtue of that role, an Administrator.

**2.4. BSA** means the Boy Scouts of America.

**2.5. COR** means the Custodian of Records.

**2.6. Council** means the local BSA entity responsible for compliance with AB-506.

**2.7. Regular Volunteer** means an individual 18 years of age or older who volunteers his or her time and has direct contact with, or supervision of, minors for more than 16 hours per month or 32 hours per year.

**3. Overview of the Law:**

**3.1.** AB-506 was enacted in order to prevent any individual with a child abuse or neglect background from interacting closely with children or supervising children, as well as requiring the reporting of any suspected child abuse or neglect.

#### 4. **Individuals to Whom the Law Applies:**

- 4.1. AB-506 applies to Administrators, Employees and Regular Volunteers, all of whom must complete additional training and undergo a background check as detailed in this policy.
- 4.2. With respect to Employees, training and fingerprinting will be conducted as part of your onboarding. Existing employees will be required to complete the training and fingerprinting as soon as possible to ensure compliance.
- 4.3. Should you have any questions regarding whether you are required to get a background check and complete training, please reach out to your supervisor or your Council's leadership.
- 4.4. BSA has a separate policy addressing the obligations of unpaid volunteers and providing guidance on identification and training of Regular Volunteers titled **Policy Regarding Volunteer Compliance with California Assembly Bill 506 of 2021**. If you receive any questions from volunteers, please direct them to that policy and notify your supervisor.

#### 5. **Training:**

- 5.1. AB-506 requires Administrators, Employees and Regular Volunteers to complete training in child abuse and neglect identification and reporting. The training is available at: <https://mandatedreporter.ca.com/training>.
- 5.2. Employees and paid Administrators are required to complete the "General Training", which lasts for four hours. Volunteer Administrators may take either the two-hour "Volunteer Training" or the four-hour "General Training".
- 5.3. At this time, AB-506 only requires individuals to complete training once. This training is in addition to BSA Youth Protection Training, which is required every two years. (Available at <https://www.scouting.org/training/youth-protection/>.) The Council may determine to require the California training more frequently. Should this happen, you will be notified of the change.

#### 6. **Fingerprinting:**

- 6.1. AB-506 requires Employees to undergo fingerprinting and background checks. Instructions on how to submit fingerprints and background checks are available from the Council.
- 6.2. Step-by-step instructions on how to complete the **Request for Live Scan Service** form, as well as copies of the form itself, are also available from the Council.
- 6.3. The COR, appointed by the Council, will receive and review the background check results. All results will be kept strictly confidential as indicated in this policy, including Section 8

below. Additional information can be found in the **Policy on Serving as Custodian of Records Pursuant to California Assembly Bill No. 506 of 2021**.

6.4. The Council will bear the cost of the fingerprinting and background checks for Employees.

## 7. **Policy:**

7.1. AB-506 requires youth service organizations to implement policies and procedures to ensure: (1) the reporting of suspected incidents of child abuse to outside organizations; and (2) the presence of mandated reporters when Administrators, Employees or Regular Volunteers are in direct contact with, or supervising, children.

7.2. AB-506 requires commitment to BSA's already existing policies regarding child abuse prevention and reporting. BSA mandates that all persons involved in Scouting must immediately report to local authorities any good-faith suspicion or belief that any child is, or has been, physically or sexually abused; physically or emotionally neglected; exposed to any form of violence or threat; or exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. No person may abdicate this reporting responsibility to any other person. Additionally, any known or suspected abuse or behavior that might put a youth at risk must also be reported to the local Scout executive or the Scouts First Helpline (1-844-SCOUTS1 or 1-844-726-8871) if your Scout executive or Council cannot be reached. Additional information about BSA's existing policies regarding child abuse reporting and prevention and other youth protection policies is available at <https://www.scouting.org/training/youth-protection/>, <https://www.scouting.org/health-and-safety/incident-report/>, as well as in the [Scouter Code of Conduct](#), the [Sweet Sixteen of BSA Safety](#), and the **Guide to Safe Scouting**.

7.3. BSA's already existing policies also require two registered adult leaders 21 years of age or over at all Scouting activities, including meetings. Such individuals are required to complete mandatory reporter training. BSA policies additionally prohibit one-on-one contact between adult leaders and youth members both inside and outside of Scouting.

7.4. Employees are mandatory reporters under California law.

## 8. **Portability:**

8.1. Individuals undergoing a background check pursuant to AB-506 will be required to complete and return a **Background Check Consent Form** in addition to any form(s) required by the agency conducting the background check.

8.2. Once an individual has given his or her express written consent, to the extent necessary, the Council's COR will be permitted to share with BSA and other Councils whether that individual is suitable for employment pursuant to AB-506. Upon the express written consent of each individual, the Council's COR is also authorized to share information necessary with a designated individual at BSA headquarters to obtain guidance when

evaluating background check results. The designated individual at BSA's headquarters will maintain the confidentiality of that information.

- 8.3. As part of our continuing obligation to youth protection safety, the Council's COR will receive continuing notifications of any subsequent arrests and/or convictions. Any subsequent arrest and/or conviction may result in termination of employment and exclusion from participating in any Scouting activity.

**9. Questions:**

- 9.1. Should you have any questions about AB-506 or this policy, please reach out to your supervisor or leadership at your Council.