
APPLICATION OF THE ENTENTE MULTISECTORIELLE AT THE EVALUATION STAGE

Please refer to the Entente Multisectorielle folder on the DYP Files Folder on the Server: for all forms, contact lists, and the Multi-Sectoral Agreement Practice Guide.

Batshaw Liaison for the Entente Multisectorielle

For support and guidance regarding the Entente Multisectorielle's procedures, or if you are experiencing difficulties connecting with partners, do not hesitate to contact:
Éléonore Pilliat at 514-989-1885, ext. 1308; or eleonore_pilliat@ssss.gouv.qc.ca

① SIGNALEMENT

1. **READ** the signalement and take the time to **CONSULT THE DOSSIER** (if any), as it may provide you with crucial information about the context of the abuse, the family dynamic and/or history.
2. **CONTACT THE DECLARANT** to have an update about the situation.
3. **DISCUSS THE FILE WITH YOUR MANAGER/SAC** in order to determine whether the situation is covered under the Agreement and set up a plan of action.
 - ⇒ **Institutional (school/daycare/camp/foster home/other):** systematic application of the Entente;
 - ⇒ **Sexual Abuse:** systematic, unless exceptional circumstances (ex: detrimental to the child); If you decide **not to apply the entente, you must inform the Director of Youth Protection** as per the directive issued by the National DYP in November 2024.
 - ⇒ **Physical abuse and Neglect:** Not systematic and at the DYP's discretion. You will need to determine the severity of the abuse, the presence of injuries (wounds/fractures/burns), the use of an object, and the intent behind the acts (Refer to the *Divulgence Criteria* Grid-Appendix 1).
4. **INITIATE (DÉCLENCHER) THE ENTENTE** by disclosing information about the situation to the appropriate parties. The procedure automatically involves the police and the DPCP (Directeur des poursuites criminelles et pénales), but you may have to reach out to other partners, such as a school board, or the Ministry of Families, if this is an Institutional case. The Entente includes sharing information and sending a *divulgence* of the situation to the Police and the DPCP (which is a written document/form). According to section 72.7 of YPA, confidential information can be shared as part of the Entente Process. However, you need to be cautious about the information you share. ➡ Please refer to the Entente Practice Guide for more detail. **Reminder: if the suspect is a child and was under 12 years old at the time of the abuse, you cannot apply the Entente-Multi, as they cannot be criminalized under the Criminal Code.**

With respect to collecting or disclosing information, sharing information must be limited to necessary information in the interest of the child, to enable implementation of the YPA or to prevent an act of violence. Necessary information is essential for the purpose of the work with the family or the child; Necessary information is also relevant when it relates to the child's situation and enables appropriate intervention by the caseworker, the partner or the person collaborating with the DYP.

- ⇒ **CONTACT THE POLICE** prior to sending a divulgation and leave a message indicating that you need to initiate the Entente, your name, contact information and the level of urgency of the situation. One of the on-call Lieutenant or Detective will call you back to get some information about the case, and will provide you with the name, contact information and email address of the person you can send the divulgation to.
 - ✓ **If the abuse occurred on the island of Montreal:** Contact the appropriate division at the SPVM (sexual assault, sexual exploitation or Abus et décès enfants).
 - ✓ **If the abuse occurred outside of Montreal:** Contact the police force of the territory in which the abuse took place: Sureté du Québec (determine which one on: https://www.sg.gouv.qc.ca/nous-joindre/#stations_map), Police de Laval, Police de Châteauguay or Police de Longueuil.
- ⇒ **CONTACT THE SCHOOL BOARD/MINISTRY OF FAMILIES/ORGANIZATION** (if the situation concerns an institution and their employee) to inform them about the situation (see in Contacts) and in order to obtain the full name, address and date of birth of the alleged abuser (whether adult or minor). Explain that you will schedule a conference call/meeting soon to plan the intervention. They are now able to suspend an employee or a daycare license (in the case of an institutional).
- ⇒ **COMPLETE AND SEND the “Disclosure of an abuse” form** to the Police and the DPCP (and not any other partner). If the suspect is an adult, and you have a code 1-2 situation, check the DPCP on-call Prosecutors’ schedule available on the Entente Multi Folder and also send the form to the on-call prosecutor. Subject of the email should be: Divulgation Entente-Multi – Event # (if available). Please see Appendix 5. If the situation concerns the employee of an institution, add - Name of the school/daycare (if Institutional). If there are injuries, check the box on the form, so that the police are informed and can take steps to collect that evidence.

② LIAISON AND PLANNING

1. **ASSEMBLE A TEAM & COORDINATE the intervention** with each partner: police and DPCP (always), and any other institution (such as a School Board-HR or Ministry of Family representative) if applicable (institutional case) and advisable (which may not always be the case), but not the school director or daycare coordinating office (as it may be detrimental to the police investigation). As the DYP worker, you are expected to lead the process.

- ⇒ **Send out an email** to organize a conference meeting/call with the partners (aka *rencontre de concertation*), in which you briefly explain the situation and provide your availabilities, while asking for the partners' availabilities. Subject of the email should be: Entente-Multi Name of the school/daycare (if Institutional) – Event # (if available). Please see appendix 6.
- ⇒ **Send out a confirmation** for the meeting or Teams invite to all parties involved. Note: Conference calls can only be with a maximum of 3 people on our phone system.
- ⇒ During that meeting, you will be able to discuss the situation with the detective in charge of the file, as well as the on-call Prosecutor, and any other party. At that point, you will be informed of the time and location of the interview, if it is indicated. **The purpose of the meeting is to ensure the sharing of information and the best approach to optimize the police investigation and DYP intervention.** The Prosecutor advises on legal issues relating to criminal law (if there is any act that qualifies as a criminal offence that was committed). Refer to the cheat-sheet: *Decision Process for the Initial Consultation with Partners during the Entente Multisectorielle*.
- ⇒ **During the meeting, you will determine:**
 - **the urgency of the situation:** so that you can plan the police interview accordingly. In case of an institutional, the child may have been removed from the environment, but it is crucial that the entente be applied, as there may be a risk for other children (risk of) who have not been signaled (yet), and to preserve evidence.
 - **measures to protect the child:** elaborate a safety plan or no contact with the alleged abuser:
 1. if the abuser is a parent, or an extended family member: determine if you need to put restriction of contacts, invoke immediate protective measures, etc.
 2. If the alleged abuser is a third-party/an employee, the school/daycare/organization should have suspended the individual involved in the abuse (once the entente was applied), or should have made arrangements to ensure the child is no longer in close contact with that person.
 - **measures to preserve the rights** of those involved: especially in regards to the sharing of information or documents (see Entente Practice Guide).
 - **measures to preserve evidence:** to be discussed with the police. Even if a child is too young to be interviewed, the police can gather other evidence to investigate, such as collecting testimonies from witnesses (educators, teachers, other staff and parents), CCTV footage (if existent), medical records, etc. That is why it is **extremely important to apply the Entente without delay**, as soon as you are assigned to the file.
 - **the need for a medical evaluation:** in some cases, it might be the priority, before even doing the police interview, depending on the severity of the abuse. Discuss it with the police, your SAC/Manager. Refer to Appendix 3 and 4 for guidance.
 - **the need for an interpreter:** when you contact the family, confirm which language is the child most comfortable with, and inform the police about it so they can organize that service for the interview.

- **establish a strategy** for the course of action (who does what, how, when, where).
2. **SCHEDULE THE INTERVIEW** with the police, if indicated. As a reminder, it is better to schedule an interview in the morning for young children, and not later in the day, to maximise their attention; and without delay, as young children's memory is short. **IMPORTANT:** insist upon having the interview at The Marie-Vincent Foundation if the case is a sexual abuse. **NOTE:** It may not always be indicated to have an interview with a victim, as for some, it may be detrimental to their psychological well-being. Again, in cases of sexual abuse, the DYP and the Police will NOT force a victim to have an interview if they don't want to. It can be recommended to ensure the child/youth takes time to process the situation and receives therapeutic services first, and you can then re-evaluate on a regular basis whether they have changed their mind about doing the interview. Informing a child of their options before the interview is an important determinant in their decision to go ahead with the interview or not (and you can discuss it with the police present): they can still do an interview and decide not to press charges. Discuss or consult with the appropriate SAC/Manager.
 3. **MEET WITH THE VICTIM.** If the abuser is a parent, you will not inform the parent.s about the signalement prior to meeting with the child in order to secure the investigation process. Meet with the Child/Youth at a preferred location (school). As a reminder,
 - ⇒ **DO NOT INTERVIEW** the child/youth yet, as part of the Entente Protocol.
 - ⇒ You will however **INFORM the child/youth** that a report was received. Ask the child if they have an idea of what the report is about. If they know, note any information provided to you.
 4. **TRANSPORT the child/youth** to the police station for the interview.
 5. **CONTACT THE PARENTS:** After meeting with the child (if the abuser is a parent). Introduce yourself and inform them about the signalement, and that in cases like this, there is a specific protocol to put in place, which involves the police. Then inform them about the interview with the police (not you), and provide them with the date-time-location of that interview. Explain that the detective is specialized in abuse and is used to working with children. You may decide to contact the parents in step 1 (if they are not the abuser), and tell them you will contact them again after discussing with the police in order to organize the interview (if indicated). **IMPORTANT: inform the parents that they should not question or coach the child (or make any promise for a gift) prior to the interview in order not to contaminate and compromise the investigation.**

③ INVESTIGATION AND EVALUATION

Carry out the DYP intervention, and the police investigation, in accordance with the agreed strategy.

1. **CHECK THE ALLEGED ABUSER'S CRIMINAL BACKGROUND:** Once you have obtained the exact name and date of birth of the suspect, send a request for the check. The form is available under the folder *Divulgateion & Forms*. You can send it to: batshawlegalpolicechecks@ssss.gouv.qc.ca. However, the results will not show if there have been any prior police reports without any charges. Therefore, don't hesitate to ask the detective if there is any prior police involvement and enter it in your progress notes.

2. **ACCOMPANY the child/Youth and the parent.s** at the location designated by the police for the interview.
- ⇒ **DO NOT INTERVIEW** the child/youth yet, as part of the Entente Protocol, unless it was previously discussed and agreed with the police (to assess the language level of a young child for example).
 - ⇒ **NO MATTER WHAT** the Detective says to you, please, stick to the Protocol (Respect the rules), and **DO NOT PROVIDE ANY CONFIDENTIAL INFORMATION** to the detective **that is not covered under section 72.7 YPA**, such as the identity of the declarant (that information is not part of the information you can share), even if they insist (or say CJ Montreal does it...). If you come across a disagreement, please discuss it with your manager. **⚠ Refer to Section 72.7 YPA for the information you can share with institutions/organizations.** See above, page 1, about necessary information.
 - ⇒ If the police would like to speak with the declarant, you may tell the detective that you will reach out to that person and ask them if they would agree to come forward and speak with the police (especially if they are the person the child made an initial disclosure).
3. **OBSERVE THE INTERVIEW.** Take notes so that you can document it in your progress notes. During the course of the interview, you may note some details you think should be asked to the victim. Do not hesitate to request that the detective ask those questions/clarifications to the victim if you believe it is important/relevant (when they take a break).
4. **OBTAIN A COPY OF THE VICTIM'S INTERVIEW:** the police should give you a copy of the child's interview on DVD. You should sign a document provided by the police, with the rules surrounding the use of that DVD. Please ensure that the SPVM form you sign is the most recent version (the form is available on the server, in the Entente Multisectorielle folder). We do not need and should not get copies of any other interview (parents, witness) on DVD. In PIJ, you will go to the *Identité Usager*, and put in the *Remarques* box ➡ (date): DVD in file – Event # **Attach a copy of the document you signed for the police to the DVD** (so that the next worker can be informed about the rules of use). In PIJ, you should enter a progress note with the activité *Accompagnement spécifique*, and mentioning that you accompanied the child (and parent.s) to the interview. In a different PIJ entry, *Entrevue autre milieu*, report the details of the disclosure made by the child during that interview.
5. **AFTER THE INTERVIEW:** the police and the DYP worker usually meet the non-offending parent.s (and sometimes the child/youth) following the interview to confirm whether they can proceed with the investigation or not, if the youth (or parent.s) want to press charges or not (against a parent or third-party, depending on the situation), and if the victim/non-offending parent want to receive support.
6. **DISCUSS WITH THE POLICE** who will be interviewing the abuser and when this will be taking place. If the abuser is a family member, we will need to speak to them as per Youth Protection Protocol, but **ONLY** after the police has completed their own interview of the suspect (not to compromise the investigation). If the abuser is a third party, every effort should be made to interview the alleged abuser and document it, but again, only after the police has completed their interview with them. If they refuse, it should also be documented. To be discussed with your SAC/Manager and the police.

7. **COMPLETE INTERVIEWS** with other siblings and family members, if indicated, in another meeting, during a home visit, or at the office or in a neutral environment (depending on the situation). **IMPORTANT: in cases of D2**, if the suspect is an extended family member, it is not indicated to interview a child in their home, in the presence of the parent.s, as it may taint or prevent the child from providing a truthful testimony. Discuss the best approach with your SAC/Manager.
8. If indicated, **OBTAIN MEDICAL OR PSYCHOSOCIAL REPORTS**: if that is relevant to the case. Please obtain a signed consent from the youth over 14 or the parent.s. If not, you may obtain such information as part of section 35.4 YPA. This could support the facts. The DYP can share with the police (no other partner) **ONLY IF THE YOUTH OR BOTH PARENTS' CONSENT**:
- ⇒ a copy of the medical report;
 - ⇒ a copy of a psychological assessment
 - ⇒ a copy of the Evaluation/Orientation Report
- If the youth (+14) or parents did not consent**: you may share the content of the report **ONLY VERBALLY**, for the benefit of the police investigation (as per s. 72.7 YPA).
- You cannot share a copy of said documents yourself!** In order for the police to obtain a copy of the documents, they need to contact Clients Dossier's at: client.dossiers.comtl@ssss.gouv.qc.ca

4 DECISION-MAKING

Pool the information gathered by each party. If the allegations are well-founded, decide on the best course of action for each party.

1. **CASE DISCUSSION WITH YOUR MANAGER/SAC** for an update, and **decide on the best course of action**, in conjunction and as agreed with the police. Remember, you and the police have different mandates. If your case does not require further DYP intervention and should you close the file under DYP, the police investigation can continue nonetheless.
2. **DECIDE WHAT PROTECTIVE MEASURES** (Sect. 46 YPA) need to be taken with your Manager/SAC, if any, and petition court for an emergency hearing (Sect. 47 YPA), if necessary.
3. **DECISION:**
 - ⇒ **FAITS NON-FONDÉS**: Close the file. Make sure you have documented all your steps in the progress notes in details.
 - ⇒ **FAITS FONDÉS, SD NOT COMPROMISED (Third-Party cases)**: If the child is no longer in danger, a safety plan is in place, and the parents are protective, you do not need to remain involved. However, you will make sure that the family is provided with proper **referrals**, if they agree with it or want it, or inform them about the resources available in the community.

- ⇒  Refusing services (especially in sexual abuse cases) does not automatically mean that the family is non-collaborative and/or the child in danger. Sometimes, victims or parents don't feel the need for services for various reasons. If their physical and psychological well-being is not at risk, you should accept their decision.
- ⇒ **FAITS FONDÉS, SD COMPROMISED:** if the child remains in danger, the non-offending parent and/or the abusive parent is/are not acknowledging the problem or being protective/collaborative, you will need to refer the file to Orientation. For sexual abuse cases, please refer to the Best practice model chart (Appendix 2).

4. COURT HEARING UNDER YOUTH PROTECTION - ADJUDICATION OF THE FILE:

If the file is adjudicated and a Section 76.1 hearing is necessary to ensure the child(ren)'s safety:

- ⇒ Advise the Legal Department, during the consult for the drafting of the petition, that the Entente Multi Interview took place. Advise Legal of the conclusion (i.e. credible disclosure) and advise them (if you are aware), if the case will be pursued by the Police/DPCP.
- ⇒ After the Section 76.1 hearing has concluded, provide Legal with one (1) copy of the Entente Interview (the original DVD provided directly to the worker by the Police after the Entente Interview **MUST** remain in the DYP file).
- ⇒ In preparation for the Section 38 hearing, the DYP lawyer assigned to the case will review the Entente interview and discuss with the caseworker if it is necessary to file it as evidence.
 - ♦ Be sure to speak to the detective in charge of the file to obtain an update on the criminal investigation (i.e. will charges be filed and if so, when) and update the DYP lawyer.
 - ♦ If the Prosecutor files charges and the suspect/perpetrator is arrested, there may be criminal conditions prohibiting contact with the child(ren). If the perpetrator is a parent, this will impact our measures and intervention.
- ⇒ If testifying at Youth Court could be prejudicial to the mental or emotional development of the child(ren) (as per sec. 85.2 of the YPA), discuss this with the DYP lawyer. It may be warranted to ensure that the child(ren) are dispensed from testifying (in that case, the Entente interview will serve as the child's testimony, should the judge approve of the dispense);
 - ♦ If this is the case, the DYP lawyer can consult the other parties to see if an agreement can be reached for the child(ren) not to testify.
 - ♦ If there is no consensus, you can consult with Susan Pinsky (ext. 1729) and with the DYP attorney, to obtain an authorization for a psychological assessment of the child, in order to be dispensed from having to testify in Court. Note: parents retain parental authority and we may need a court order to proceed with an assessment in the event that the child 14 and up or a parent (s) disagrees with the assessment;
- ⇒ If the DYP lawyer believes that filing the DVD of the Entente interview, as an exhibit, is necessary to prove the facts of endangerment (and/or in order to dispense the child from testifying), the DVD of the Entente interview will be filed.

⇒ If the DVD is filed, **advise** the Lead Detective and the Prosecutor (if assigned) of **the DYP's decision** to utilize the DVD as evidence, **without delay**. **The decision to utilize the DVD rests with DYP.**

- ♦ Ensure that there are enough copies of the DVD made for Youth Court (i.e. lawyers and for the Judge). You can consult with the DYP lawyer to inquire how many copies are required.
- ♦ The DYP lawyer provides the child's and parents' lawyers, as well as the Judge with a copy of the Entente interview.
- ♦ If a parent is not represented, a time must be scheduled with that parent to watch the DVD at the DYP office or at Youth Court **with the caseworker**. **The parents are not allowed to leave with the DVD, and they are not authorized to record the entente DVD while it is being presented to them either.**

Important: The Interview on the DVD is considered to be collective evidence as part of the Entente multisectorielle protocol. Therefore, the police cannot ask you not to submit it as evidence in Youth Court. It is imperative to have a discussion with the police about the use of the DVD in Youth Court the moment you decide to submit it as evidence, in order not to compromise the criminal file. But you cannot withhold evidence from the other parties involved in the case, and you need to make it clear to the police by explaining your timeframe in Youth Court and legal obligations. Please discuss it with your SAC/Manager if you run into issues about the DVD. And contact the Entente Liaison immediately.

5 ACTION AND FEEDBACK

At this stage, you need to implement any decisions agreed with your SAC/Manager and with the partners. During that time, partners are constantly kept informed of the progress and results of the actions undertaken.

1. REFERRAL TO SERVICES & SUPPORT: Provide/inform the youth and parent.s with specialized services, and make the referral to such services if indicated and accepted by the family. Forms and pamphlets are available on the *DYP Files Folder* on the server.

⇒ **SEXUAL ABUSE Cases:** Therapeutic services can be provided through The Marie-Vincent Foundation, including the medical examination, for the victim and some support for the non-offending parent. This process should be started following the initial interview with the assistance of the detective and on-call Marie-Vincent worker (the office is located in front of the interview room) if possible. If you haven't had the time, schedule a request for services. Refer to *Checklist for referral to Marie-Vincent*, *Practical Guide for Referral to Marie-Vincent*, as well as the *Sexual Abuse Resources Manual*. **Youth/Parents/Non-offending parents need to be fully aware of the commitment they are engaging into before making any referral to Marie-Vincent.** **Important:**

Marie-Vincent's waitlist is between 10-18 months. It is highly recommended to seek other services (private or not) to support the child, in the meantime.

⇒ In some cases (e.g. sexual abuse) some youth victims do not want any referral to services, whether because they are not ready or it is not indicated. They have the right to refuse, and that should not be received as non-collaborative. Recovery is a process and, we or the police, will not push a victim to do something they don't want to.

2. **APPLY FOR BENEFITS:** Encourage the victim/parent.s to apply for benefits through the IVAC (Crime Victims Benefits). It is imperative to apply for IVAC for the child, even if they do not want services yet, as it will pay for therapy in the future, (or the therapy at Centre Marie-Vincent), when/if they become ready to access support. The IVAC forms are available under the *Forms* folder.
3. **INFORM** the family, the declarant, and also the parties involved in the process, about the decision to continue the DYP intervention or not.
4. **REFER THE VICTIM TO THE CAVAC CHILD WITNESS PROGRAM:** This program provides up to 8 sessions with the child and their non-offending parent, in order to prepare them for their testimony, whether in Youth or Criminal Court. See pamphlet in DYP Files Folder, under Sexual Abuse services.

IMPORTANT RECOMMENDATIONS DURING INITIAL CONTACTS

- [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
[REDACTED]
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APPENDIX 1 – DIVULGATION CRITERIA & TIMING IN CASES OF PHYSICAL ABUSE

Cases of physical abuse do not always require to initiate the Multisectoral Agreement. That decision is at the DYP's discretion. This grid will help in making that decision.

Criteria for divulgation	How to understand the criteria/timing of the Divulgation	Interview with the child and/or parents before the decision to divulge
1. Signalled situation has already been reported to the police.	Divulgation is immediate since there has already been a report to the police, otherwise the workers would not necessarily divulge each time.	Child: No Parent: No
2. The reported behaviour has resulted in serious injuries or physical consequences requiring medical care or the hospitalization of the child.	Verification with the declarant, hospital personnel, without interviewing the child or parents. If there is medical confirmation, that this was not an accident, there is immediate divulgation . If the situation is serious, or the situation is not clear, even if there is a possibility that it was an accident we divulge if we judge that abuse is probable.	Child: No Parent: No
3. The acts have been committed using an object with the aim of harming the child.	Assessment of the severity, the frequency, the intention to injure (this is not always obvious) There is divulgation if the injuries are severe , the parents deny their responsibility or insists on their right to correct their child this way. Divulgation is done as quickly as possible if one believes it is necessary to protect the child.	Child: Yes Parent: Yes
4. It's a situation where the frequency or severity could lead to serious consequences for the child.	Assessment of these three elements. Divulgation as soon as possible after this assessment.	Child: Yes, according to need to assess Parent: Idem
5. In a situation where the actions reflect uncontrolled violent behaviour rather than inappropriate methods of discipline.	Verification necessary with divulgation as soon as possible after this assessment.	Child: Yes, according to need to assess Parent: Idem

As a general rule:

- The basis for divulgation is the severity of the injuries (wounds, fractures, burns). These gestures are beyond reasonable measures of discipline, either by force or by repetition.
- When the case is clear, if it's a question of recidivism or a risk of imminent recidivism, divulgation is immediate.
- The intent of the abuser, with respect to the gestures of abuse, should not be considered in determining whether the child's security or development is in danger.

The following factors are taken into consideration in determining whether the gestures exceed the reasonable limit:

- | | |
|---|---|
| ☐ age and vulnerability of the child | ☐ presence of marks, bruises and/or injuries, blows to the face or head |
| ☐ force used towards the child | ☐ circumstances of the abuse (aggravating vs. extenuating factors) |
| ☐ impact of the force on the child | ☐ recurrence of the abusive gestures by the alleged abuser |
| ☐ presence of anger | ☐ the concomitance with other inappropriate attitudes (e.g.: while lifting the child, the alleged perpetrator makes denigrating remarks about him) |
| ☒ use of an object | |

Adapted from: *Entente multisectorielle relative aux enfants victimes d'abus sexuels, d'abus physiques ou de négligence grave* - Guide de pratique. Gouvernement du Québec (2022).

APPENDIX 2 – BEST PRACTICE MODEL IN CASES OF SEXUAL ABUSE

Child/Family Situation	Best practice would involve the following:	
	Treatment	Restrictions of Contact
1. Victim/Family/Supportive Child is a victim of sexual abuse Offender is an immediate family member Nonoffender(s) supportive	Family treatment (or reasonable explanation to not include a family member, i.e., step-father heard of allegations and went into hiding)	Agency ensures no contact between child and offender until therapists state clinically appropriate
2. Victim/Family/Not Supportive Child is a victim of sexual abuse Offender is an immediate family member Nonoffender(s) not supportive OR offender denies abuse	Child and nonoffender treatment (Child in treatment if experiencing symptoms; nonoffending parent(s) in treatment if not supportive)	Agency ensures no contact between child and offender
3. Victim/Extra-Familial/Supportive Child is a victim of sexual abuse Offender is not immediate family Nonoffender(s) supportive	Child treatment (if experiencing symptoms)	Nonoffending parent ensures no contact between child and offender
4. Victim/Extra-Familial/Not Supportive Child is a victim of sexual abuse Offender is not immediate family Nonoffender(s) not supportive	Child and nonoffender treatment (Child in treatment if experiencing symptoms; nonoffending parent(s) in treatment)	Agency ensures no contact between child and offender
5. At risk/Family/Supportive Child is at serious risk of becoming a victim Offender is an immediate family member Nonoffender(s) supportive	Recidivism of Family assessment (Offender should have recidivism assessment if convicted or full family assessment if not convicted)	Agency helps nonoffender ensure supervised contacts between child and offender
6. At risk/Family/Not Supportive Child is at serious risk of becoming a victim Offender is an immediate family member Nonoffender(s) not supportive	Education and Assessment (Nonoffender should receive education on risks offenders pose to children; offender should have risk assessment if convicted or family assessment if not convicted)	Agency ensures no contact between child and offender Agency does not permit victim and offender to live in same home

Adapted from: Fast, E. (2008). The Development of a Best Practice Model in Cases of Child Sexual Abuse. Master's Thesis.

APPENDIX 3 – MEDICAL ASSESSMENT IN CASES OF PHYSICAL ABUSE OR SERIOUS NEGLECT

A medical assessment is indicated when there is information that the child has sustained injuries (visible or not) or serious neglect that could have caused harm. Examples:

- Severe dehydration or malnutrition that may create health problems
- Poisoning due to accessibility to dangerous substances, e.g. drugs, detergents
- Untreated illnesses
- Misuse of medications that can lead to serious harm;
- Fractures, burns, scratches, cuts and bruises;
- Hitting with an object (bat, belt, ruler, broom, etc.);
- Hitting, pushing, strangling, throwing (on floor, against a wall/furniture), kicking, slapping, punching, biting, burning, pinching (head, body, genital area, etc.), shaken baby syndrome;
- Drowning or immersing child's head in water;

Therefore, the child should be brought to one of the two children's hospital in Montreal: **The Montreal Children's Hospital or CHU Sainte-Justine**, as they have teams of physicians and nurses who are specifically trained for cases of child abuse. The role of the doctor is to:

- ⇒ Identify and document the nature of the injuries, including those that are not apparent, even when they do not require treatment;
- ⇒ Evaluate the various possible explanations for injuries and determine whether the case history is consistent with the characteristics of the injury.

In addition, you need to inform the police about potential injuries (even old marks up to 3 months), so that they may also collect evidence with "*lumière judiciaire*".



PICTURES OF MARKS & INJURIES:

Under no circumstances should a caseworker take a picture/pictures of a child's marks, bruises or injuries. This is not your job to collect that evidence, but the responsibility of a medical professional and/or the police in certain cases.

If a parent has a picture of such mark/injury, you will ask them to share it with the police and not to send it to you!

APPENDIX 4 – MEDICAL ASSESSMENT IN CASES OF SEXUAL ABUSE

The purpose of the medical assessment is to ensure that the physical integrity of the victim is intact, to screen for sexually transmitted infections (STIs) and to obtain forensic samples when appropriate.

Medico-social kit without forensic samples: To document the facts surrounding a case of sexual assault

This kit may be used when one or more of the following conditions are met:

- The sexual assault **occurred seven (7) or more days ago**.
- Based on the description of the incident, no forensic samples are necessary.
- The victim does not wish to report the sexual assault to the police and is not likely to do so in the future.

Forensic kit with forensic samples: To document the facts surrounding a case of sexual assault, and to collect scientific, objective evidence from the body or clothing (saliva, sperm, blood, etc.)

This kit may be used when all four of the following conditions are met:

- The sexual assault must have occurred **within the past seven (7) days**.
- Based on the description of the incident, it may be possible to collect some of the assailant's biological material.
- The victim has agreed to undergo the forensic examination.
- The victim has reported, wish to report or is likely to report the sexual assault to the police.

Source: Abus sexuel: Les démarches médicales, CHU Sainte-Justine (2026). [Les-demarches-medicales](#)

⇒ **In cases of sexual abuse where the parent is not the abuser:**

Some parents may not wish for a medical consultation, as they feel it is not necessary (or intrusive), considering the nature of the gestures reported, ie sexual touching.

It is not always indicated to have a medical exam, especially if it is refused by the victim (adolescent) or their parents, or simply detrimental to the child's emotional well-being. However, the caseworker should take the time to explain the benefits of meeting with a medical professional. As such, they can explain that a medical consultation does not automatically involve a physical exam, but rather a socio-medical appointment so that the physician and social worker/nurse can answer any question or concern the victim and/or parent may have. This could eventually lead to making an informed decision about the pertinence of undergoing a physical exam or not. **The manner in which the caseworker presents the medical option is crucial at this point.**

⇒ **In case of sexual abuse when the parent is the abuser:**

If they object to the medical exam, you may have to invoke immediate protective measures and/or petition court to obtain the authorization to proceed with the medical assessment.

APPENDIX 5 – EXAMPLE OF EMAIL TO INITIATE THE ENTENTE AND SEND THE DIVULGATION

We encourage workers to send a password protected document for the divulgation.

To: Police and DPCP (no other partner)

Subject: Divulgence Entente-Multisectorielle - Évènement # ... (if available)

Bonjour,

Pour faire suite à notre conversation téléphonique de ce jour, veuillez trouver ci-joint le formulaire de divulgation afin de déclencher officiellement l'entente multisectorielle.

Or

Je viens de laisser un message sur la boîte vocale de la section (si SPVM : agression sexuelle or exploitation sexuelle ou abus enfants). Veuillez trouver ci-joint le formulaire de divulgation afin de déclencher officiellement l'entente multisectorielle.

Vous pouvez me rejoindre au 514-989-1885, poste ... ainsi que sur mon cellulaire au ...

Dans l'attente de votre retour,

Cordialement,

APPENDIX 6 – EXAMPLE OF EMAIL TO ORGANIZE THE INITIAL MEETING WITH THE PARTNERS

To : detective assigned to case (or SPVM Lieutenant-Detective), Prosecutor (and/or DPCP email) + any other partner depending on case (MFA, School Board Rep, etc.)

Subject: Déclenchement Entente-Multi et rencontre concertation– Garderie (nom)/École (nom) – Évènement # ...

Bonjour,

Je confirme, par la présente, le déclenchement de l'entente multisectorielle dans le dossier mentionné ci-dessus, et ainsi, le partage d'information, en vertu de l'article 72.7 LPJ.

Je souhaite ainsi organiser une rencontre de concertation (via Teams), et j'aurais besoin de connaître les disponibilités de chacun.e.s. Je serais moi-même disponible comme suit:

- ...
- ...
- ...

Dans l'attente de vos réponses,

Cordialement,

ENTENTE MULTISECTORIELLE/MULTISECTORAL AGREEMENT - SOCIO-JUDICIAL INTERVENTION PROCEDURE				
1 SIGNALEMENT	2 LIAISON & PLANNING	3 INVESTIGATION & EVALUATION	4 DECISION-MAKING	5 ACTION & FEEDBACK
Ongoing consultation and communication of information throughout the process				
<u>POLICE</u> Receives the complaint and reports the child's situation to the DYP. <u>PARTNERS AND COLLABORATING ORGANIZATIONS</u> Report the child's situation to the DYP. <u>DYP</u> • Process the report, deciding whether or not to retain it; • Determine whether the situation is covered under the Agreement; • Initiate the Agreement by disclosing information to the police and the DPCP; • Disclose information to the school or MFA, BC, CPE or daycare; • Make personalized referrals to the child, his parents or one of them, as appropriate.	<u>LIAISON</u> <u>DYP</u> • Assemble a team that includes the DYP, the police and the DPCP, with the involvement of the school or MFA and the CPE, daycare or BC, depending on the situation. <u>PLANNING</u> Determine the current situation. • Determine: - the urgency of the situation; - the continuation of proceedings; - measures to protect the child; - measures to preserve the rights of those involved; - measures to preserve evidence; - collaborating agencies that can contribute to the team; - the need for a medical evaluation. - establish a strategy for the course of action (who does what, how, when, where). - establish a communication plan. <u>DPCP:</u> • Advise on legal issues relating to criminal law.	Carry out the police investigation, the DYP Evaluation and the administrative investigation in accordance with the agreed strategy. <u>DYP</u> • Verify the facts, assess the child's situation and protection and assistance needs. <u>POLICE</u> • Record the interview the child on video; • Meet with suspect and witness(es); • Gather and preserve evidence. <u>PARTNERS AND COLLABORATING ORGANIZATIONS</u> • Collaborate with the DYP and police officer; • Carry out the administrative investigation in consultation with the police and the DYP. <u>DPCP:</u> • Advise on legal issues relating to criminal law.	Pool the information gathered by each partner. If the allegations are well-founded, decide on the best course of action for each partner: • Most appropriate means: - Criminal prosecution by the DPCP; - Agreement on short-term intervention, agreement on voluntary measures or seizure of the court by the DYP under the YPA; - Disciplinary or administrative measures by the establishment or organization. • Help for the child and his family: - The DYP directs or accompanies the child, his parents or one of them to the appropriate help resources, if necessary. - Determines a communication strategy, if necessary.	• Implement agreed decisions. • Partners are constantly kept informed of the progress and results of actions undertaken. • Implement the communication strategy, where appropriate.
Coordination by the DYP or as agreed between partners				

DIVULGATION CRITERIA IN CASES OF PHYSICAL ABUSE

Cases of physical abuse do not always require to initiate the Multisectoral Agreement. That decision is at the DYP's discretion. This grid will help in making that decision.

Criteria for divulgation	How to understand the criteria/timing of the Divulgation	Interview with the child and/or parents before the decision to divulge
1. Signalled situation has already been reported to the police.	Divulgation is immediate since there has already been a report to the police, otherwise the workers would not necessarily divulge each time.	Child: No Parent: No
2. The reported behaviour has resulted in serious injuries or physical consequences requiring medical care or the hospitalization of the child.	Verification with the declarant, hospital personnel, without interviewing the child or parents. If there is medical confirmation, that this was not an accident, there is immediate divulgation . If the situation is serious, or the situation is not clear, even if there is a possibility that it was an accident we divulge if we judge that abuse is probable.	Child: No Parent: No
3. The acts have been committed using an object with the aim of harming the child.	Assessment of the severity, the frequency, the intention to injure (this is not always obvious) There is divulgation if the injuries are severe , the parents deny their responsibility or insists on their right to correct their child this way. Divulgation is done as quickly as possible if one believes it is necessary to protect the child.	Child: Yes Parent: Yes
4. It's a situation where the frequency or severity could lead to serious consequences for the child.	Assessment of these three elements. Divulgation as soon as possible after this assessment.	Child: Yes, according to need to assess Parent: Idem
5. In a situation where the actions reflect uncontrolled violent behaviour rather than inappropriate methods of discipline.	Verification necessary with divulgation as soon as possible after this assessment.	Child: Yes, according to need to assess Parent: Idem

As a general rule:

- The basis for divulgation is the severity of the injuries (wounds, fractures, burns). These gestures are beyond reasonable measures of discipline, either by force or by repetition.
- When the case is clear, if it's a question of recidivism or a risk of imminent recidivism, divulgation is immediate.
- The intent of the abuser, with respect to the gestures of abuse, should not be considered in determining whether the child's security or development is in danger.

The following factors are taken into consideration in determining whether the gestures exceed the reasonable limit:

- | | |
|---|---|
| ☐ age and vulnerability of the child | ☐ presence of marks, bruises and/or injuries, blows to the face or head |
| ☐ force used towards the child | ☐ circumstances of the abuse (aggravating vs. extenuating factors) |
| ☐ impact of the force on the child | ☐ recurrence of the abusive gestures by the alleged abuser |
| ☐ presence of anger | ☐ the concomitance with other inappropriate attitudes (e.g.: while lifting the child, the alleged perpetrator makes denigrating remarks about him) |
| ☐ use of an object | |

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FORMULAIRE DE DIVULGATION POLICIÈRE DANS LE CADRE DE L'ENTENTE MULTISECTORIELLE
(Seulement applicable avec une autorisation sous l'article 32 LPJ / Only applicable with a section 32 YPA Authorization)

TO/À	SPVM	TÉLÉPHONE/PHONE:	☐ Agressions sexuelles LD/SD: _____	Call: _____
		COURRIEL/EMAIL :	☐ Exploitation sexuelle LD/SD: _____	Call: _____ urgence.ses@spvm.qc.ca
			☐ Abus et décès d'enfant: LD/SD: _____	Call: _____ abus.enfant@spvm.qc.ca
	POLICE (Outside Montreal)	COURRIEL/EMAIL:	☐ SQ or other - ☐ Police de Laval ☐ Police de Longueuil	spl.crimes.sexuels@laval.ca spal.ems@longueuil.quebec
	DPCP	COURRIEL/EMAIL :	☐ Adulte / Adult (Mtl) ☐ Mineur / Minor (Mtl) ☐ Hors territoire :	ententes-multi.montreal@dpcp.gouv.qc.ca and delphine.mauger@dpcp.gouv.qc.ca receptionbaj@dpcp.gouv.qc.ca
☐ Tiers en autorité (évaluation institutionnelle) / Third party in position of authority Nom de l'école/garderie/camp/club (Name of school/daycare/Camp/Club): _____				
☐ SEXUAL ABUSE /ABUS SEXUEL (38D1)		☐ RISK OF SEXUAL ABUSE / RISQUE D'ABUS SEXUEL (38 D2)		
☐ PHYSICAL ABUSE/ABUS PHYSIQUE (38 E1) ☐ Photos blessures requises (pictures of injuries required)		☐ RISK OF PHYSICAL ABUSE / RISQUE D'ABUS PHYSIQUE (38 E2)		
☐ NEGLECT/NÉGLIGENCE:				
VICTIME / VICTIM'S NAME:			D.O.B./D.D.N.:	
ADDRESS(E):			SEXE/SEX: ☐ M ☐ F ☐ Other: _____	
TELEPHONE:		EMAIL:		
MOTHER/MÈRE:			D.O.B./D.D.N.:	
ADDRESS(E):				
TELEPHONE:		EMAIL:		
FATHER/PÈRE:			D.O.B./D.D.N.:	
ADDRESS(E):				
TELEPHONE:		EMAIL:		
SUSPECT / SUSPECT'S NAME:			D.O.B./D.D.N.:	
ADDRESS(E) (If known/Si connue):				
LIEN AVEC L'ENFANT/RELATIONSHIP TO CHILD:				
MUNICIPALITY/TERRITORY OF ALLEGED ABUSE (including address if available) /LIEU DES ÉVÈNEMENTS ALLÉGUÉS:				
NO. D'ÉVENEMENT ou D'INCIDENT (Si disponible)/ INCIDENT or EVENT # (If available):				
SITUATION (provide detailed information about the nature of gestures, frequency, date, and location of the abuse, if available). DO NOT COPY/PASTE signalement or Evaluation report:				
DÉLAI D'INTERVENTION / TIMEFRAME TO INTERVENE: Code ①: Immédiat/Immediately----- - Code ②: jusqu'à 48 hrs / Up to 48 hours----- - Code ③A : jusqu'à 7 jours / Up to 7 days ----- - Code ③B : 14 jours ou plus / 14 days or more -----				
INTERVENANT/CASEWORKER: _____			TEL WORK: CELL (indicate if personal):	
MANAGER/CHEF DE SERVICE OR SUPERVISOR: (To be reached in case the Caseworker is not available)			TELEPHONE: CELL :	
DATE SENT/DATE D'ENVOI:			TIME/HEURE:	

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