



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE

**BOARD OF NURSING HOME ADMINISTRATORS**

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: [DPR.DELAWARE.GOV](http://DPR.DELAWARE.GOV)  
EMAIL: [customerservice.dpr@delaware.gov](mailto:customerservice.dpr@delaware.gov)

## **IMPORTANT INFORMATION ABOUT YOUR MANDATORY DUTY TO REPORT**

### **Introduction**

As a Delaware-licensed healthcare provider, you have mandatory duties to report under Delaware law. The Division of Professional Regulation is enclosing an information sheet similar to this one with the license renewal notices of all healthcare providers. The purpose of the information sheet is to explain the mandatory duties to report that apply to your profession.

To renew your license, you will be required to certify that you understand each mandatory duty to report explained below. Note that, when appropriate, the Division may keep your identity confidential.

### **Mandatory Duty to Report Medical Practitioners**

Delaware law *mandates* you to report a medical practitioner when you reasonably believe that the practitioner is (or may be) guilty of unprofessional conduct or unfit to practice ([24 Del. C. §1731A](#)). The term medical practitioner means anyone who is licensed by the Board of Medical Licensure and Discipline, including physicians, physician assistants, respiratory practitioners, acupuncture practitioners, and genetic counselors. Unprofessional conduct is explained in [24 Del. C. §1731](#).

You must file your report with the Division of Professional Regulation within 30 days of becoming aware of the information. The law imposes a \$10,000-\$50,000 fine for non-compliance ([24 Del. C. 1731A \(i\)](#)). For information on filing a report, go to the Division's website at <https://dpr.delaware.gov/>, click *File a Complaint* and then *Report Healthcare Provider* on the menu on the left.

The law allows the Division to keep your identity confidential. It also affords immunity from civil or criminal prosecution for good faith reporting ([24 Del. C. 1731A \(g\)](#)).

### **Mandatory Duty to Report Child Abuse**

Delaware law also *mandates* you to make an immediate oral report to the Department of Services for Children, Youth and Their Families when you know of, or suspect, child abuse or neglect under Chapter 9 of Title 16 of the *Delaware Code* and to follow up with any requested written reports ([16 Del. C. §903](#)).

You may report child abuse or neglect by calling the Department's 24-hour child abuse and neglect hotline at (800) 292-9582.

The Department will notify the Division of Professional Regulation of child abuse allegations.