

Reporting Serious Injuries and Deaths to the Office of the Child and Youth Advocate

Guidance for Reviewable Services

What is the legal requirement for reporting serious injuries and deaths to the Office of the Child and Youth Advocate (OCYA)?

All serious injuries and deaths of children and youth must be reported to the OCYA. Reviewable service providers must report the death or serious injury of a child or youth if they provide service to that child, youth, or family at the time of their serious injury or death or during the two years prior to the serious injury or death.

What is a reviewable service?

A reviewable service is a program or service provided or funded by the provincial government and provided to a child or youth or the family of a child or youth.

Examples include, but are not limited to:

- Child Protection Services
- Social Assistance and AccessAbility Support Services
- Early Childhood Development & Child Care
- Education
- Health, Mental Health & Addiction Services
- Justice Services

What is a serious injury?

A “**serious injury**” should be interpreted, for guidance purposes, as an injury that:

- (a) is life-threatening; or
- (b) requires admission to a hospital or other healthcare facility and is reasonably expected to cause severe or long-term physical or mental impairment; or
- (c) is the result of a sexual assault that causes severe physical harm or is reasonably expected to cause long-term mental impairment.

Examples include, but are not limited to:

- Internal injuries (i.e. shaking, motor vehicle collision, spinal cord injuries)
- Burns, lacerations, penetrating wounds
- Sexual assault
- Suicide attempts

How do I make a serious injury or death report?

Please call or email the OCYA. You will be directed to the Investigation/Research Representative who is responsible for taking serious injury and death reports.

Telephone: 902-368-5630

Email: voiceforchildren@ocyapei.ca



What information do I need to provide when making a serious injury or death report?

When you contact the OCYA to make a serious injury or death report, you will be asked for the following information:

- Your name and contact details
- Identification information for the child or youth and their caregiver(s)
- Details of the serious injury or death
- Involvement by reviewable services

Note: you do not need to have all of the information requested to make a report. Please provide the information you have. All information is kept confidential.

When do I have to submit a serious injury or death report?

Report a serious injury or death to the OCYA as soon as practicable.

Child protection concerns must be reported first to Child Protective Services and/or the Police.

If I do not know if an incident amounts to a “serious injury,” should I still report it?

If you are unsure, it is best to consult with your supervisor, who may recommend consultation with either your department’s legal counsel, or with the OCYA.

What is the purpose of reporting serious injuries and deaths to the OCYA?

The Child and Youth Advocate has discretion to review and investigate child and youth serious injuries and deaths. Reports of serious injuries and deaths to the OCYA are used to identify potential systemic issues impacting the rights of children and youth and circumstances where a review or investigation by the OCYA may be beneficial to support issuing recommendations to reviewable services to help safeguard against similar serious injuries or deaths in the future.

If I have any questions about the reporting process, who can I ask?

Contact the OCYA for further information about serious injury and death reporting.

Telephone: 902-368-5630

Email: voiceforchildren@ocyapei.ca

Website: www.childand youthadvocatepei.ca

Mail: 119 Kent Street, BDC Place – Suite 500, Charlottetown PE C1A 1N3

*This document is provided by the OCYA as a guide to assist with mandatory reporting. Please also refer to the PEI *Child and Youth Advocate Act*, particularly sections 1(m), 20, 21(1), and 21(2). The legislation is authoritative and should be relied upon if there is any inconsistency between this document and the legislation.

**Dated December 2025.

