
**AMENDMENT OR
EXPUNCTION**

The Child Protection Law (CPL) contains provisions to amend an inaccurate report or record or expunge a person from central registry.

DEFINITIONS**Amendment**

Correction of an inaccurate report or record.

Expunction

The process of removing or eliminating information within a record, such as removing an individual from central registry. Case records are not subject to expunction.

Central Registry Case

The department confirmed that a person responsible for the child's health or welfare committed serious abuse or neglect, sexual abuse, sexual exploitation of a child, or allowed a child to be exposed to or have contact with methamphetamine production.

Confirmed Case

The department has determined, by a preponderance of evidence, that child abuse or child neglect occurred by a person responsible for the child's health, welfare, or care but the perpetrator is not required to be placed on central registry.

**AMENDMENT/
EXPUNCTION*****Central Registry Placement***

An individual who is the subject of a report or record made under the CPL may request the department amend or expunge an inaccurate report or record from the central registry and/or the case record within 180 calendar days from the date of service on the DHS-847a, *Notice of Placement on Central Registry*. If the department denies the request for an amendment and/or expunction of a report or record, an administrative hearing will be requested by the Expungement Unit; see [PSM 717-3, Administrative Hearing Procedures](#) MCL 722.627j.

Confirmed Cases (No Central Registry Placement)

An individual who is the subject of a report or record made under the CPL may request the department amend an inaccurate report or record within 180 calendar days from the date of service on the DHS-847c, *Notice of a Confirmed Case*, MCL 722.628.

Note: Confirmed cases can only be amended, not expunged.

Administrative Review Request Extension

If a written request is submitted within 60 calendar days after the 180 calendar days from the date of service on the DHS-847c, *Notice of a Confirmed Case* or DHS-847a, *Notice of Placement on Central Registry*, with good cause, a review and request for hearing must occur. Examples of good cause includes, but is not limited to, hospitalization or incarceration of the perpetrator.

**REVIEW OF
AMENDMENT/EXPU
NCTION REQUEST**

Upon receipt of a written request for an amendment/expunction of a case record or report from an individual who is the subject of the record or report, the local office may review the case record and determine the appropriate action within 45 calendar days or submit the request to the expungement unit for review.

When reviewing an amendment/expunction request, the department must consider an amendment when the case record reveals:

- Errors in facts.
- Missing information.
- Inaccuracies within assessments.
- Case records and/or witnesses are not available.
- The facts of the case do not support the outcome or do not meet a preponderance.

The local office must consider completing the administrative review for amendment/expunction for the following reasons:

- Emergency placement decisions.
- To expedite placement.
- For employment purposes.

**Facts do not
Support
Amendment/
Expunction**

If the local office completes the review and the determination is not to amend or expunge, the local office will forward the DHS-847a, *Notice of Placement on Central Registry*, or DHS 1200c, *Confirmed Case Amendment Action* request, along with reasoning for denial, and any supporting information to the Expungement Unit at DHHS-Expungement-Unit@michigan.gov within 2 business days. See [PSM 717-3, Administrative Hearing Procedures](#), for the expungement unit administrative review process.

**Amendment to
Children's
Protective
Services (CPS)
Record**

If the local office supports amendment/expunction, CPS must create an amendment to the corresponding DHS-154, *Investigation Report*, and correct any inaccurate information in the electronic case record. The decision to amend/expunge must be made by a children's services supervisor. The individual must be notified via the DHS 1200c, *Confirmed Case Amendment Action* or the DHHS-1200, *Child/Abuse Neglect - Central Registry Expunction Action*.

**Removal from
Central Registry
After 10 Years**

Not more than once every 10 years after an individual has been listed on the central registry, the individual may request a hearing requesting removal from the central registry. Except for confirmed sexual abuse, confirmed sexual exploitation, and placement on the central registry as a result of a criminal conviction, the department must hold a hearing to determine whether the information should be maintained on the central registry; see [PSM 717-3 Administrative Hearing Procedures](#).

Note: If an individual does not receive an expungement, the department must maintain the information in central registry until it receives reliable information the perpetrator of the child abuse or child neglect is deceased.

POLICY CONTACT

Questions about this policy item may be directed to the [Child Welfare Policy Mailbox \(Child-Welfare-Policy@michigan.gov\)](mailto:Child-Welfare-Policy@michigan.gov).