

POLICY
SAFE ENVIRONMENT REQUIREMENTS
Diocese of Dodge City
(Revised 1 July 2012)

EMPLOYEE

Description: Anyone who receives a W-2 or 1099 from the diocese, parish or diocesan affiliate.

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| ▪ Attendance at Awareness Session | -Required (within six months of hire) |
| ▪ Background Check | -Required (done immediate to hire) |
| ▪ Completion of training bulletins | -Recommended |

VOLUNTEER

Description: Persons who do not receive a W-2 or 1099, but are doing service within the diocese, parish or a diocesan affiliate.

“Regular contact” is described as being involved with minors three or more times during a school year or program year, as well as summertime programs/events.

	<u>Attendance at Awareness Session</u>	<u>Background Check</u>	<u>Completion of Training Bulletins</u>
▪ Regular Contact	Required	Required	Recommended
▪ Overnight	Required	Required	Recommended
<i>Beginning 1 July 2012, attendance at an Awareness Session and background check are to be completed prior to volunteer ministry that involves regular or overnight contact with minors. This means if a person has not yet attended an Awareness Session and/or have a completed background check and the day comes to begin some volunteer activity that involves regular or overnight contact with minors, this person may not take part in the volunteer activity.</i>			
▪ Day Trips	Encouraged	Required	Recommended
▪ Occasional	Encouraged	Encouraged	Recommended

INTERESTED PARISHIONER

Description: Member of a parish, but not an employee or volunteer who has regular contact with minors.

	<u>Attendance at Awareness Session</u>	<u>Background Check</u>	<u>Completion of Training Bulletins</u>
▪ Interested Parishioner	Recommended	Optional	Encouraged

CLERGY

Description: Bishop, priest or deacon

	<u>Attendance at Awareness Session</u>	<u>Background Check</u>	<u>Completion of Training Bulletins</u>
▪ Active Clergy	Required	Required	Recommended
▪ Retired Clergy			
- Helps in parishes &/or involved in activities involving contact with minors	Required	Required	Recommended
- Does not help in parishes and is not involved in activities	*Required	Required	Encouraged

**In accord with the safe environment policy of the priest's religious institute or diocese of origin.*