

ARCHDIOCESE OF CHICAGO

Office for the Protection of Children and Youth
Office of Assistance Ministry
Office for Child Abuse Investigations and Review
Safe Environment Office



P. O. Box 1979
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312-751-8307, fax

CHARTER FOR THE PROTECTION OF CHILDREN & YOUNG PEOPLE

Audit Period: **July 1, 2014 through June 30, 2015**

Compliance Checklist Form for: **Parish**

Parish Name

Vicariate

Deanery

Total # of Parish Employees

From total # of Employees how many are under 18

CRIMINAL BACKGROUND CHECKS – CBC EMPLOYEES WORKING IN A PARISH WITHOUT A CBC ARE SUBJECT TO SUSPENSION (§ POLICY 603.2)

of parish employees who
have completed a CBC

of parish employees who
have **not** completed a CBC

Please provide explanation of why these parish employees have **not** completed a CBC

VIRTUS – PROTECTING GOD’S CHILDREN FOR ADULTS – PGC NO EMPLOYEE CAN BE WORKING IN A PARISH WITHOUT PGC TRAINING

of parish employees who
have completed PGC

of parish employees who
have **not** completed PGC

Please provide explanation of why these parish employees have **not** completed PGC

ARCHDIOCESAN CODE OF CONDUCT – ACC NO EMPLOYEE CAN BE WORKING IN A PARISH WITHOUT ACC

of parish employees who
have completed the ACC

of parish employees who
have **not** completed the ACC

Please provide explanation of why these parish employees have **not** completed ACC

DCFS - CHILD ABUSE & NEGLECT TRACKING SYSTEM – CANTS FORM (FOR THOSE WHO WORK WITH CHILDREN) COMPLETED ANNUALLY

of parish employees who
have completed a CANTS Form

of parish employees who
have **not** completed a CANTS
Form

Please provide explanation of why these parish employees have **not** completed the CANTS Form

MANDATED REPORTER TRAINING – MRT FOR EMPLOYEES MANDATED BY STATE LAW & ARCHDIOCESAN POLICIES

of parish employees who
have completed MRT

of parish employees who
have **not** completed MRT

Please provide explanation of why these parish employees have **not** completed MRT

Numbers must match spreadsheet

CRITICAL CONVERSATIONS (BOUNDARIES TRAINING) – CC ALL PRIESTS IN PARISH MINISTRY AND DEACONS# of priests and deacons who
have completed CC# of priests and deacons who
have **not** attended CC**PARISH VOLUNTEERS WHO WORK WITH CHILDREN AND YOUNG PEOPLE (PROVIDE NUMBERS FOR EACH QUESTION):**

Total # of parish volunteers

From total # of parish volunteers
how many are under 18**CRIMINAL BACKGROUND CHECKS – CBC MANDATORY FOR THOSE WHO WORK WITH CHILDREN**# parish volunteers who have
completed a CBC# parish volunteers who have
not completed a CBC*Please provide an explanation of why these parish volunteers have **not** completed a CBC***VIRTUS – PROTECTING GOD’S CHILDREN FOR ADULTS – PGC MANDATORY FOR THOSE WHO WORK WITH CHILDREN**# of parish volunteers who
have completed PGC# of parish volunteers who
have **not** completed PGC*Please provide explanation of why these parish volunteers have **not** completed PGC***ARCHDIOCESAN CODE OF CONDUCT ACKNOWLEDGEMENT FORM - ACC MANDATORY FOR THOSE WHO WORK WITH CHILDREN**# of parish volunteers who
have signed the ACC# of parish volunteers who
have **not** signed the ACC*Please provide explanation of why these parish volunteers have **not** signed the ACC***DCFS – CHILD ABUSE & NEGLECT TRACKING SYSTEM – CANTS FORM MANDATORY FOR THOSE WHO WORK WITH CHILDREN COMPLETED ANNUALLY**# of parish volunteers who have
submitted a CANTS Form# of parish volunteers who have
not submitted a CANTS form*Please provide explanation of why these parish volunteers have **not** completed the CANTS Form***Mandated Reporter Training – MRT APPLIES TO CATECHIST, YOUTH MINISTERS AND COACHES**# of parish volunteers required
who have completed MRT# of parish volunteers required
who have **not** completed MRT*Please provide explanation of why these parish volunteers have **not** completed MRT*

Numbers must match spreadsheet

SAFE ENVIRONMENT TRAINING FOR CHILDREN & YOUNG PEOPLE

Safe Environment training is to be offered annually during the audit period to every student in religious education programs. Safe Environment training in public schools is not an acceptable substitute. The programs reviewed do not meet the Charter criteria.

☐ Yes, safe environment training is being taught in religious education this year.

Grades safe environment training is being taught:

Safe environment program(s) taught this year:

☐ No, safe environment training was not provided.

If no, explain why safe environment training was not provided.

Note: Not providing Safe Environment training for children & young people will result in your parish being listed as out of compliance with the *Charter for the Protection of Children and Young People*.

of children in your religious education

of children who attended Safe Environment Training in 2014-2015

of children whose parents signed the Parental Declination Form

- Signed a Declination Form – with a copy sent to Safe Environment Office

Were the parents who opted their children out of Safe Environment training offered the Safe Environment training materials? If "NO", please explain.

Site Administrator's Name

Site Administrator's email address

Pastor's Name

☐ Clicking here indicates that the pastor has read and understood the above, and approved the data provided.

Name of person completing the audit information

Date

Daytime Phone #

Return this completed form electronically with the completed employee and volunteer spreadsheet to

PGC2015@archchicago.org by **April 17, 2015**.

You will receive an email confirmation upon request.

If assistance is needed please refer to the Audit Instructions or contact the OPCY staff member assigned to your Vicariate.

Thank you for all you do to protect children and young people!!