



Volunteer Background Screening Policy

In support of the Charter for the Protection of Children and Young People and as required by our Diocesan Policy for Safe Environment, parishes and institutions in the Diocese of Pueblo are required to perform background checks of all volunteers who, in the course of service to the Diocese, have ongoing, unsupervised contact with minors.

1. All volunteers who will have, as part, or all, of their ministry of service, ongoing, unsupervised contact with minors under the age of 18 must have the background screening completed satisfactorily before they begin to work with minors.
2. Each pastor, working with parish leaders of programs and ministries that involve children or youth should identify those volunteers who have regular contact with minors and screen all current volunteers for a criminal record through a criminal background screening.
3. Such volunteers must be notified that a criminal background check will be necessary before they will be allowed to begin service in any activity involving minors.
4. The process for screening volunteers is described below:
 - Prospective volunteers should be screened prior to their commencement of service.
 - A Volunteer Background Screening Authorization Form must be signed by each volunteer to be screened and returned to the designated individual to initiate the screening process.
 - All volunteers to be screened should be provided a copy of the Summary of Rights under the Fair Credit Reporting Act.
5. Every effort will be made to ensure confidentiality of all information.
6. If there is a conviction, that is found for an applicant's part of a database search should be given to the pastor and principal (if applicable) immediately for their information and possible follow-up. Contact the Diocesan Safe Environment Coordinator to inform him/her of the issue.

Ineligibility:

Offenses that would prevent someone from serving in programs and ministries with children or youth include, but are not limited to:

- Conviction of any crime that results in death of victim
- Conviction of any crime involving sexual assault/molestation
- Conviction of any felony assault/battery
- Conviction of any misdemeanor assault/battery
- Conviction of any felony distribution or possession of marijuana or narcotic drug
- Conviction of any crime involving the promotion, advertisement, distribution, possession or possession with intent to distribute pornography involving minors