

## **Archdiocese Compliance Audit**

### **Interview Questions**

1. Is the existence of the diocesan policies and procedures relating to the *Charter for the Protection of Children and Young People* publicized to parishioners? **If yes, describe the types and frequency of publications.** (Examples might include publication in parish bulletins, information provided at Masses, brochures and/or posters in the vestibule of the Church or entrance to school building.) **If no, provide explanation.**
2. Does the pastor/principal know when and how to report an allegation of sexual abuse of a minor? **If no, provide explanation.**
3. Does the pastor know how to obtain outreach for victims? **If no, provide explanation.**
4. Are copies of the Code of Conduct made available to clergy and all other paid personnel? Are copies of the Code of Conduct made available and clear to volunteers and other persons in positions of trust with regard to children/ young people and vulnerable adults?

**If yes, auditor will ask to review documentation verifying that these standards have been provided to employees and those volunteers who have regular contact with children and young people. If no, provide explanation.**

5. Is safe environment training provided for the following?
  - Children and young adults **yes no** \_\_\_\_\_
  - Parents/Guardians **yes no** \_\_\_\_\_
  - Clergy **yes no** \_\_\_\_\_
  - Employees **yes no** \_\_\_\_\_
  - Volunteers who work with children **yes no** \_\_\_\_\_

**If yes, auditor will ask to review documentation that the training has been provided, as well as review curricula and material used for these programs. If no, provide explanation.**

6. Is there a procedure in place for those parents who choose not to have their child/children participate in the diocesan safe environment training?
  - a) Does the parish/school have documentation of the signed parental declination?
  - b) Does the parish have documentation that the safe environment training materials have been offered to parents?
  - c) If parents refuse to sign any form, has a record been maintained by the parish/school?

**If yes, auditor will ask to review the documentation regarding non-participation in safe environment training. If no, provide explanation.**

7. Does the pastor/principal ensure that background evaluations are conducted on all parish/school personnel, to include priests and deacons, as well as other paid personnel and volunteers who are in positions of trust with children/young people and vulnerable adults?

**If yes, auditor will ask to review online documentation verifying that these background evaluations have been completed, submitted and approved. If no, provide explanation.**

8. Does the pastor/principal ensure that all priests and deacons and all school employees as well as other paid personnel and volunteers who are in positions of trust with children and young people have completed Mandated Reporter Training? (This includes, but is not limited to, catechists, youth ministers and coaches.)

**If yes, auditor will ask to review the documentation verifying that the training was completed. If no, provide explanation.**

9. Does the pastor/principal ensure that all priests and deacons and all school employees as well as other paid personnel volunteers who are in positions of trust with children and young people have completed the CANTS (Child Abuse and Neglect Tracking System) form?

**If yes, auditor will ask to review the documentation verifying that the form was completed and submitted. If no, provide explanation.**

10. Does the pastor/principal know when and how to report if child pornography is discovered on a parish/school computer or smart phone?

**If no, provide explanation.**

11. Does the pastor ensure that visiting or non-permanent clergy (e.g., weekend assistants, priests who witness marriages, perform baptisms, conduct funerals or otherwise engage in supply ministry) are clergy in good standing?

**If yes, auditor will ask to review "Letter of Good Standing" from the sending bishop or provincial of the religious community. If no, provide explanation.**

12. For those parishes directly affected by allegations of sexual abuse of children which have been brought forward during this current audit period:

- a) Has the diocese kept the parish informed?
- b) Has the diocese provided outreach to affected persons or groups?

**If yes, describe. If no, provide explanation.**