

Archdiocese of Baltimore
Child and Youth Protection Policy and Procedure Requirements for Volunteers

Volunteer who will have substantial contact with minors

- Archdiocesan Application for Volunteer Service completed and reviewed (*VIRTUS*)
- Three (3) references provided, checked, and documented (*hard copy – Archdiocese volunteer reference form*)
- References for service and/or employment with **any** previous archdiocesan parish, school, or institution checked and documented (*hard copy – Archdiocese volunteer reference form*)
- Criminal History Screening completed and results received (*VIRTUS*)
- *A Statement of Policy for the Protection of Children & Youth* read (*VIRTUS*)
- *Code of Conduct for Church Personnel* read (*VIRTUS*)
- Training regarding child abuse and the protection of children received (*VIRTUS*)

Volunteer who will not have substantial contact with minors

- Archdiocesan Application for Volunteer Service completed and reviewed (*VIRTUS*)
- *A Statement of Policy for the Protection of Children & Youth* read (*VIRTUS*)
- *Code of Conduct for Church Personnel* read (*VIRTUS*)

Driver who will have substantial contact with minors

- Archdiocesan Application for Volunteer Service completed and reviewed (*VIRTUS*)
- Three (3) references provided, checked, and documented (*hard copy*)
- References for service and/or employment with **any** previous archdiocesan parish, school, or institution checked and documented (*hard copy – Archdiocese volunteer reference form*)
- Criminal History Screening completed and results received (*VIRTUS*)
- Driving Record Check completed and results received (*VIRTUS*)
- *A Statement of Policy for the Protection of Children & Youth* read (*VIRTUS*)
- *Code of Conduct for Church Personnel* read (*VIRTUS*)
- Training regarding child abuse and the protection of children received (*VIRTUS*)

Minor Volunteer who will have substantial contact with minors

- Archdiocesan Application for Volunteer Service completed and reviewed (*hard copy – Application for Volunteer Service form*)
- Three (3) references provided, checked, and documented (*hard copy – Archdiocese volunteer reference form*)
- References for service and/or employment with **any** previous archdiocesan parish, school, or institution checked and documented (*hard copy – Archdiocese volunteer reference form*)
- *A Statement of Policy for the Protection of Children & Youth* read (*Archdiocese website*)
- *Code of Conduct for Church Personnel* read (*Archdiocese website*)
- Training regarding child abuse and the protection of children received (*Worthy of the Call DVD*)