

# Orthodox Church in America

## Annual Parish Compliance Report

To be submitted to the Ruling Hierarch by the Parish Priest at the end of each calendar year

Parish Priest: \_\_\_\_\_

Parish: \_\_\_\_\_

Ruling Hierarch: \_\_\_\_\_

Date: \_\_\_\_\_

This report documents the parish's compliance with the "Policies, Standards, and Procedures of the Orthodox Church in America on Sexual Misconduct" ("PSP"), as adopted by the Holy Synod of Bishops at the Fall 2013 Meeting.

1. Has the Parish Council documented adoption of the PSP and indicated so in the Parish Council minutes? (A Parish is required to do this only once. It is not necessary to formally adopt the PSPs every year, however, it is advisable that a review of the PSPs occur annually at the Parish Council meeting) [PSP 4.02b]

\_\_\_\_ Yes \_\_\_\_ No      Date of adoption \_\_\_\_\_

2. Are criminal history background checks being conducted and renewed every three years on all individuals as required in the "Guidelines on Background Checks" by the Holy Synod of Bishops (Revised March 2017)?

Priests	____ Yes	____ No	____ N/A
Deacons	____ Yes	____ No	____ N/A
Minor Clergy (Subdeacons & Readers)	____ Yes	____ No	____ N/A
Paid Church Employees (e.g. office secretaries, etc.)	____ Yes	____ No	____ N/A
Church School Teachers	____ Yes	____ No	____ N/A
Youth Workers	____ Yes	____ No	____ N/A
Altar Servers (adults)	____ Yes	____ No	____ N/A

3. Has the Parish implemented the OCA screening program (as found on [oca.org/about/sexualmisconduct](http://oca.org/about/sexualmisconduct)) of new applicants (and volunteers working less than 2 years) for positions that involve primarily unsupervised activity with children and adolescents (e.g. church school teachers, camp counselors, youth advisors, mentors)? [PSP 11.03]

a. Application for youth work	____ Yes	____ No	____ N/A
b. Interview of applicant	____ Yes	____ No	____ N/A
c. Reference checks	____ Yes	____ No	____ N/A
d. Criminal history background check	____ Yes	____ No	____ N/A
e. Driver history check (if applicable)	____ Yes	____ No	____ N/A
f. Is the documentation obtained kept in a secure location?	____ Yes	____ No	____ N/A

4. Have all youth volunteers (camp counselors, youth advisors, church school teachers, etc.) and clergy (priests and deacons) received training and education on the prevention of sexual abuse of children, once every three years (i.e. Child Safety Training, or other program approved by the Ruling Bishop)? [PSP 14.01]

Yes  No  N/A, explain why: \_\_\_\_\_

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5. Is the Parish providing general supervision of youth by following the two-adult policy? [PSP 13.01]

Yes  No  N/A, explain why: \_\_\_\_\_

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If no, please explain what alternative the Parish employs to avoid children being left alone with one adult. If the two adult policy is not applicable, please explain why.

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6. Has the Parish adopted a youth transportation policy? [PSP 13.05]  Yes  No  N/A

7. Have all YOUTH VOLUNTEERS and PARISH COUNCIL MEMBERS been given a copy of the abbreviated version of the PSPs? [PSP 14.02]  Yes  No

a. Have they certified in written form their commitment to comply with the PSP, such certification being kept in secured files?  Yes  No

If you answered “No” or “N/A” to any of the above questions, please explain why. Use the space below for any additional comments.

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