

EPARCHY OF PARMA
POLICY ON SEXUAL ABUSE OF MINORS BY PRIESTS, DEACONS
OR OTHER CHURCH PERSONNEL

The Eparchy of Parma is committed to ensuring that no child, young person, or person who habitually lacks the use of reason who is entrusted to its protection will suffer harm by reason of any inappropriate sexual behavior by any person. Mindful of the words of our Lord, "Whoever receives one such child in my name receives me; but whoever causes one of these little ones who believe in me to sin, it would be better for him to have a great millstone fastened round his neck and to be drowned in the depth of the sea (Mt 18:6)," the Eparchy of Parma firmly resolves to take whatever steps are necessary to prevent the abovementioned individuals from being harmed physically, psychologically or spiritually by reason of any abusive conduct by any cleric or other representative of the Church. The Eparchy is especially cognizant of the great harm that is caused to souls by persons who sin gravely by using their positions of authority in the Church as a means of gaining access to children and young people for the purpose of committing the abominable crime of sexual abuse.

This policy is concerned with allegations of sexual abuse of minors and vulnerable adults by priests, deacons, or other church personnel. For purpose of this policy, any vulnerable adult, that is, a person who habitually lacks the use of reason is to be considered equivalent to a minor and every reference to "minor" shall include those persons. Also, for purposes of this policy, "sexual abuse" shall include any conduct or interaction with a minor that qualifies as an external, objectively grave sin against chastity.

I. ASSISTANCE COORDINATOR

The Bishop shall appoint a competent person to coordinate assistance for the immediate pastoral care of persons who claim to have been sexually abused when they were minors by priests, deacons, or other church personnel. The Assistance Coordinator will:

- provide a supportive contact experience for the alleged victim;
- meet in person with alleged victims, survivors of past abuse and their family members where a complete discussion of the alleged incident, as it relates to the completion of the concern form (cf. Appendix 1) will take place;
- discuss the available assistance and its expected duration;
- recommend specific psychological, spiritual or social service resources, including support groups and treatment facilities;
- if desired by the alleged victim, maintain follow-up contact during any treatment.

II. EPARCHIAL REVIEW BOARD

There shall be an Eparchial Review Board as provided in the *Essential Norms for Diocesan/Eparchial Policies Dealing with Allegations of Sexual Abuse of Minors by Priests or Deacons as approved by the Congregation for Bishops* on December 8, 2002 and revised January 2006. The Review Board will be composed of at least five, but not more than nine persons of outstanding integrity and good judgment, at least five of whom are in full communion with the Church. The majority of the members are to be lay persons not in the employ of the Eparchy, but at least one person should be a priest who is an experienced

and respected pastor of the Eparchy, and at least one person should have particular expertise in the treatment of the sexual abuse of minors or be able to act as a resource in locating a person with such expertise. Due consideration will be given to the appointment of persons with specific knowledge of fields relating to the work of the Review Board, including but not limited to education, medicine, law, counseling and social work. The members will be appointed for a term of five years, which may be renewed. The Promoter of Justice and the Protosyncellus shall participate in the meetings of the Review Board. Members shall take the promise of secrecy required of those admitted to an office in the eparchial curia (c. 244 § 2, 2). The functions of the board shall include:

- advising the eparchial bishop in his assessment of allegations of sexual abuse of minors and in his determination of suitability for ministry;
- reviewing diocesan/eparchial policies for dealing with sexual abuse of minors; and
- offering advice on all aspects of these cases, whether retrospectively or prospectively.

The Review Board's proceedings are confidential; information may not be disclosed to any non Board member or staff unless required by civil or canon law.

III. ALLEGATIONS OF SEXUAL ABUSE OF MINORS BY PRIESTS, DEACONS OR OTHER CHURCH PERSONNEL

1. Any cleric, seminarian, religious, eparchial employee, regular volunteer of the Eparchy, or other person acting in an official or professional capacity, who has unprivileged knowledge, suspicion, or awareness of any allegation of sexual abuse of a minor by a priest, deacon or other church personnel shall report such knowledge, suspicion or allegation to appropriate civil authorities.

2. The Eparchy will cooperate fully with civil authorities in their investigation in accord with the laws of the jurisdiction.

3. Any cleric, seminarian, religious, eparchial employee, regular volunteer of the Eparchy, or other person acting in an official or professional capacity, who has unprivileged knowledge, suspicion, or awareness of any allegation of sexual abuse of a minor by a priest, deacon or other church personnel shall report such knowledge, suspicion or allegation to the Bishop or to the Assistance Coordinator, who shall report such allegation to the Bishop.

4. When an allegation of sexual abuse of a minor is made against a priest, deacon or other church personnel, the Eparchy will initiate a prompt, objective, preliminary investigation in accord with canons 1468-1470 of the *Code of Canons of Eastern Churches*. The investigation is to be conducted by a qualified professional, trained to deal with ecclesiastical cases, treating the alleged victim and family members with sensitivity.

5. The Assistance Coordinator or other person designated by the Bishop shall interview the person making the allegation, shall complete the intake form (cf. Appendix 1), and shall make the results of the interview available to the Bishop. If the accused person is a member of a religious community or is a cleric incardinated into another diocese/eparchy who is on assignment or in residence within the Eparchy, the Assistance Coordinator or other designee of the Bishop shall inform the accused person's Bishop or religious superior of the allegations.

6. Unless, pursuant to Canon 1469 of the CCEO, the Bishop concludes without consulting the Review

Board that the accusation is sufficiently credible that the process for imposing a penalty is to be used, the Bishop will refer the allegation to the Review Board, which, gathered in plenary session, shall advise the Bishop in his assessment of the allegation and of the accused person's fitness for ministry or other service to the Eparchy.

7. If the Eparchial Review Board, having reviewed the allegation, deems it credible or recommends that an accused cleric is not fit for ministry, or if the accused cleric admits the truth of the allegation, either the cleric will be offered the opportunity to withdraw from ministry, or the Bishop will initiate a canonical process. The finding or recommendation of the Review Board is advisory, and is not to be construed as a judgment as to the truth of the allegation.

8. The person making the allegation shall be kept informed of the stages of progress of the investigation and process.

9. When there is sufficient evidence that sexual abuse of a minor by a priest, deacon or other cleric has occurred, the Congregation of the Doctrine of the Faith shall be notified. The Bishop shall then apply the precautionary measures mentioned in Canon 1473 of the CCEO, *i.e.* remove the accused from the sacred ministry or from any ecclesiastical office or function, impose or prohibit residence in a given place or territory, and appropriately restrict from public participation in the Most Holy Eucharist pending the outcome of the process. In every case involving canonical penalties, the processes provided for in canon law must be observed. For the sake of due process, the accused is to be encouraged to retain the assistance of civil counsel and must have canonical counsel (c. 1474). Where necessary, the Eparchy will supply canonical counsel to the accused.

10. If the case would otherwise be barred by prescription, the Bishop shall apply to the Congregation for the Doctrine of the Faith for a dispensation from the prescription, while indicating appropriate pastoral reasons.

11. When even a single act of sexual abuse by a priest, deacon or other cleric is admitted or is established after an appropriate process in accord with canon law, the offending priest, deacon or other cleric will be removed permanently from ecclesiastical ministry, not excluding dismissal from the clerical state, if the case so warrants (SST Article 6).

12. No cleric who has committed an act of sexual abuse of a minor will be transferred for ministerial assignment to another diocese/eparchy or religious province. Before a cleric can be transferred for residence to another diocese/eparchy or religious province, the Bishop shall forward, in a confidential manner, to the local Bishop or religious ordinary of the proposed place of residence any and all information concerning any act of sexual abuse of a minor and any other information indicating that he is or may be a danger to children or young people.

13. Care will always be taken to protect the rights of all parties involved, particularly those of the person claiming to have been sexually abused and of the person against whom the charge has been made. When an accusation has proved to be unfounded, every possible step will be taken to restore the good name of the person falsely accused.

14. The Bishop may refer accused clergy for assessment, evaluation, counseling, and/or treatment.

IV. SCREENING (BACKGROUND CHECKS) FOR THOSE WHO WORK WITH CHILDREN

Persons who serve children and youth as employees or volunteers are among the faith community's

most valuable assets. They contribute greatly to the spiritual, emotional, intellectual and physical well being of young people. Administrators shall take due precautions in order to assure that only those persons who are psychologically and temperamentally suited are chosen to work with children.

Therefore:

1. All clerics, employees and volunteers with regular contact with children shall complete a background investigation via fingerprints or by completing and signing the official Background Investigation Consent Form (cf. Appendix 2) and complete the Background Questionnaire (cf. Appendix 3). The Background Questionnaire shall be completed every five years and with each change of position or location. The Chancellor will review each cleric's personnel files every five years and with each change of position or location for indications of misconduct.

2. Each applicant for employment in a position with regular contact with children in the churches and institutions of the Eparchy shall supply to the hiring agent personal information adequate to assess his or her suitability for contact with children. Each applicant shall complete a fingerprint background investigation via fingerprints or by completing and signing the official Background Investigation Consent Form (cf. Appendix 2) and complete the Background Questionnaire (cf. Appendix 3).

3. All clerics and/or religious who transfer from another diocese/eparchy to a church community or institution in the Eparchy of Parma for the purpose of employment for ministry in the Eparchy shall present to the Eparchy a letter/statement certifying their suitability for service in the Eparchy, complete a fingerprint background investigation and complete the Background Questionnaire (cf. Appendix 3).

4. Each applicant for ordination to the priesthood or diaconate of the Eparchy of Parma shall complete a fingerprint background investigation and complete the Background Questionnaire (cf. Appendix 3).

5. Hiring agents shall examine and verify the applicant's employment history. The hiring agents shall submit all names of applicants to the Chancery for a check of the confidential register as described below.

6. The Chancery Office shall maintain a permanent, confidential register of all clerics, employees and volunteers who have abused children, or about whom questions have been raised, in conjunction with employment or volunteer involvement at churches and institutions of the Eparchy. This register may be shared with neighboring eparchies/dioceses.

7. All clerics, employees and volunteers agree that if they are arrested, charged, or convicted of corruption of a minor, gross sexual imposition, voyeurism, public indecency, endangering children, contributing to the delinquency of a minor, domestic violence, obscenity involving minors, or other crimes of a sexual nature or offense of violence they will immediately report such information to their immediate Supervisor, Pastor and Bishop.

V. EDUCATION AND SAFE ENVIRONMENT

1. Employees and volunteers will learn about the causes, forms and symptoms of child abuse through reading, participation in workshops and staff discussions.

2. Children will be instructed to protect themselves by learning about the potential risks and appropriate responses. The curricula of Catholic schools and religious education programs will contain learning objectives intended to protect children and adolescents from abuse. Other youth programs in Catholic

parishes and institutions which teach about personal health and development or human sexuality are likewise to include learning objectives on the topic of child protection.

3. Child protection will be addressed regularly in the usual in-service programs offered for employees and volunteers who work regularly with children.

4. Parents/guardians should learn about the causes, forms and symptoms of child abuse. Parishes and other institutions of the diocese shall assist with this recommendation by offering programs or reading materials for parents/guardians.

5. Parents/guardians should strive diligently to develop good rapport with their children and to alleviate any tensions that may interfere with good communication. Parents/guardians shall also avail themselves of “teachable moments” to discuss with their children in a positive fashion the realities of child abuse.

6. All clerics, employees and volunteers with regular contact with children will receive Safe Environment Training within 30 days of enrollment, and will repeat the training every five years. Any minor, aged 13 to 17 years, who is an ECF assistant, will have contact with children only under the supervision of an adult who has received Safe Environment Training within five years. The Eparchy of Parma will have trained Safe Environment personnel to coordinate training programs as needed. Children shall receive age appropriate training annually, using the material contained in the *God With Us* catechetical series or age appropriate youth protection videos produced by the Boy Scouts of America.

7. No person shall use Eparchial or parish property to access pornographic sites or to store pornographic material.

VI. COMMUNITY OUTREACH

1. Procedures for Filing a Complaint of Sexual Abuse (cf. Appendix 4) by which people can make a direct complaint of incidents of sexual abuse will be maintained and published periodically in *Horizons* and on the eparchial web-site.

2. The Assistance Coordinator will assist victims, alleged victims, survivors of past abuse and their family members with their spiritual and emotional well-being with referrals to therapists, social service agencies, treatment centers and support groups.

3. The bishop will offer to meet personally with all victims, alleged victims, survivors of past abuse and their family members.

4. If a parish community has been affected by an allegation of sexual abuse by a priest, deacon or other church personnel, the bishop or his representative will assess their needs and implement an intervention program to respond to those needs, including liturgies and support groups.

VII. POLICY REVIEW

1. The *Policy on Sexual Abuse of Minors by Priests, Deacons Or Other Church Personnel* is subject to change.

2. The Review Board will meet annually for the sole purpose of reviewing the policy and compliance by the eparchy and its parishes. The Review Board will forward a report to the Bishop on completion of this review and include recommended amendments and revisions as needed for the Bishop’s final approval.

Appendix 1
Concern Form

Date and time of telephone call
Staff person taking information
Name of caller
Relationship of caller to alleged victim
Caller address
Caller telephone number
Name of alleged victim
Alleged victim address
Alleged victim telephone number
When did the alleged incident occur (year)?
How old was the alleged victim at the time of the incident?
If the adult alleged victim is over the age of 18, did he/she habitually lack the use of reason?
Details of the alleged incident _____ _____ _____
Person involved in the alleged incident
Location of alleged incident
Alleged victim's Parish _____
Alleged perpetrator's Parish _____

Did the alleged abuse occur again? How often? Where? When?

To whom?

Has this been reported before? To whom? What was the response?

If alleged incident was not reported, you need to report now. (If caller is an adult and abuse happened to them as a child, the caller needs to be encouraged to call the local authorities/police. If caller is reporting an incident involving someone who is currently under 18, encourage the caller to call Children's Services, but we will also report.) **Will you call Children's Services?**

If the alleged abuse is current, you need to take steps to keep the child safe while making a report to the authorities.) Can you keep the child away from the perpetrator while a report is made to Children's Services?

How can I help you now?

Appendix 2

BACKGROUND INVESTIGATION CONSENT

I, _____ hereby authorize *The Byzantine Catholic Eparchy of Parma* and/or its agents to make an Independent investigation of my background, references, character, past employment, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for employment now and, if applicable, during the tenure of my service.

I release *The Byzantine Catholic Eparchy of Parma* and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or lawsuits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

Full Name (printed)

Maiden Name or Other Names Used

Present Address How Long?

City/State Zip

Former Address How Long?

City/State Zip

*Date of Birth Social Security No.

Signature Date

**NOTE: The above information is required for identification purposes only, and is in no manner used as qualification for employment. The Byzantine Catholic Eparchy of Parma is an Equal Opportunity Employer, and does not discriminate on the basis of Sex, Race, Religion, Age (40 and over), Handicap or National Origin.*

Appendix 3

BACKGROUND QUESTIONNAIRE

1. Has any civil or criminal complaint or any other written complaint ever been made against you relating to child abuse or exploitation?

Yes _____

No _____

2. Have you ever terminated your employment or had your employment terminated for reasons relating to allegations or civil or criminal complaints of child abuse or exploitation against you?

Yes _____

No _____

3. Have you ever been arrested for or convicted of a crime of child abuse or exploitation, or any other felony?

Yes _____

No _____

4. Have you ever abused or sexually exploited a minor or person who habitually lacks the use of reason?

Yes _____

No _____

5. Have you ever received any medical or psychological treatment, including counseling, involving your abuse of children or sexual exploitation of other persons including children?

Yes _____

No _____

If you answer "Yes" to any of the above five questions please provide additional information.

NOTICE TO CLERICS, EMPLOYEES AND VOLUNTEERS

For clerics, employees and volunteers who work with children on a regular basis, notification is hereby made that you are required to complete a background investigation and receive Safe Environment training. In addition, this Background Questionnaire will be requested at least every five years.

Appendix 4

Procedures for Filing a Complaint of Sexual Abuse

1. To report any past or present suspected inappropriate behavior toward children or vulnerable adults by priests, deacons, or other church personnel, please contact the assistance coordinator, bishop or protosyncellus by calling the Chancery at (216) 741-8773.
2. Any cleric, seminarian, religious, eparchial employee, regular volunteer of the Eparchy, or other person acting in an official or professional capacity, who has unprivileged knowledge, suspicion, or awareness of any allegation of sexual abuse of a minor by a priest, deacon or other church personnel shall report such knowledge, suspicion or allegation to appropriate civil authorities (local police for your town) and the child protection agency or hot line for your area.
3. Any cleric, seminarian, religious, eparchial employee, regular volunteer of the Eparchy, or other person acting in an official or professional capacity, who has unprivileged knowledge, suspicion, or awareness of any allegation of sexual abuse of a minor by a priest, deacon or other church personnel shall report such knowledge, suspicion or allegation to the Bishop or to the Assistance Coordinator, who shall report such allegation to the Bishop.
4. The bishop and protosyncellus, upon receipt of a complaint, will contact the Assistance Coordinator, the Review Board, the Eparchial attorney, and the Eparchial Insurance company. The Assistance Coordinator will also verify that the report has been filed with the local police and the appropriate child protection agency.
5. The Assistance Coordinator will provide a supportive contact experience for the alleged victim; discuss the available assistance and its expected duration; recommend specific psychological, spiritual or social service resources; and, if desired by the alleged victim, maintain follow-up contact at regular intervals during treatment.
6. The bishop will personally meet with all alleged victims and their families.
7. The Eparchy will initiate a prompt, objective, preliminary investigation in accord with canons 1468-1470 of the *Code of Canons of Eastern Churches*. The investigation is to be conducted by a qualified professional, trained to deal with ecclesiastical cases, treating the alleged victim and family members with sensitivity.
8. The Review Board will advise the Bishop in his assessment of the allegation and of the accused person's fitness for ministry or other service to the Eparchy.

**CODE OF CONDUCT
FOR
CHURCH PERSONNEL WHEN WORKING WITH MINORS**

This Code is in compliance with all civil and canon law.

Children are gifts God has entrusted to us. As a priest, deacon, staff member or volunteer, I promise faithfully to follow the rules and guidelines in this Code of Conduct as a condition of my providing services to minors. For purpose of this policy, any vulnerable adult, that is, a person who habitually lacks the use of reason is to be considered equivalent to a minor and every reference to “minor” shall include those persons.

The Code of Conduct for Church Personnel in the Eparchy of Parma seeks to maintain the integrity of the ministry of our Lord God and Savior Jesus Christ especially as it relates to young people. We are all only truly safe when we are safe in the Lord. An important gift that the Church can offer its young is a ministry that is truly in the Lord. This is a ministry that respects the proper boundaries innate to the human person. At the same time however, a healthy sense of boundaries never compromises the essential effectiveness of the ministry which by its very nature must bring healing and perspective to the most personal and confidential dimensions of the human person.

I understand that the Code of Conduct is intended to provide a safe and supportive environment for minors of the Eparchy of Parma based on the Sacred Scriptures, canon law and civil law. I also understand this code protects me as a member of the clergy, staff or volunteer of the Eparchy of Parma so that I may work with minors. I also understand that the individual parents of the minors of the Eparchy of Parma are the first persons entrusted by God with the welfare, safety and education of their children. This Code in no way overrides or takes away the parents responsibility for their children.

As a priest, deacon, staff member or volunteer, I will:

- Treat minors with respect, loyalty, patience, integrity, courtesy, dignity and consideration.
- Avoid situations where I am alone with minors at Church activities, except in an environment that is both observable and interruptible.
- Cooperate fully in any investigation of abuse of minors.
- Immediately report any suspicion of abuse of a minor to my immediate supervisor, as well as the appropriate civil authority.
- Maintain clear boundaries between a minor and myself if I discover an inappropriate attraction or attention being shown to me by a minor. I will report such circumstance to another adult and the parent of the minor.
- Schedule meetings at times and use locations that can create accountability. Limit the length and number of meetings. Make appropriate outside referrals if necessary. Advise parents and supervisors of such meetings.
- Be sure that all youth trips, especially overnight events, have a sufficient number of certified adult (over the age of 21) chaperones present and be sure that all trips conform to the prescribed rules regarding overnight trips with minors.
- Inform the parents of the minor of all discipline issues.

As a priest, deacon, staff member or volunteer, I will not:

- Accept expensive gifts from minors without prior written approval from the parents or guardian and pastor or administrator.
- Smoke or use tobacco products in the presence of minors when working or volunteering directly with them.
- Use, possess, or be under the influence of alcohol at any time while directly working or volunteering with minors.
- Use, possess, or be under the influence of illegal drugs or misuse prescribed drugs while directly working or volunteering with minors.
- Allow the use, by minors, of any alcohol, tobacco or any illegal substance.
- Knowingly pose any serious health risk to minors.
- Knowingly or deliberately humiliate, ridicule, threaten, or degrade minors.
- Touch a minor in a sexual or other inappropriate manner.
- Use any discipline that intentionally frightens or humiliates minors.
- Use profanity in the presence of minors.
- Be alone with a minor in a residence, sleeping facility, locker room, rest room, dressing facility, or any other isolated area that is inappropriate to a ministry relationship.

As a priest, deacon, staff member or volunteer, I will not:

- Sleep in the same bed with a minor who is not a member of my immediate family.
- Sleep in the same room with a minor who is not a member of my immediate family, unless in a dormitory style group setting.
- Drive a church or school vehicle transporting a minor unless I have received a prior written authorization and have the appropriate license or certification.
- Participate in the distribution or receipt of child pornography or share any sexually explicit or pornographic materials through any medium in any way with minors.

In addition, as a cleric, I will:

- Not allow any minors to reside in or to be an overnight guest in a rectory unless they are members of my immediate family, or who are part of an adequately chaperoned parish youth activity.
- Not take overnight trips alone with a minor who is not a member of my immediate family. Adult chaperones should accompany any trip involving minors who are not members of my immediate family.

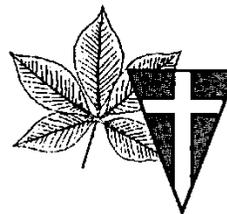
With regard to minors within a cleric's extended family or in cases where the cleric may have children, clerics should follow these codes of conduct with due discretion, diligence and prudence, adapting those standards which should be adapted because of family relationships.

I understand that as a priest, deacon, staff member or volunteer working with minors, I am subject to a thorough background check, including criminal history. I understand that any action inconsistent with this Code of Conduct or failure to take action mandated by this Code of Conduct may result in an infraction to the Code of Canons of Eastern Churches which will then be met with appropriate disciplinary action.

The Byzantine Catholic Eparchy of Parma

1900 Carlton Rd.
Parma, OH 44134-3129

Phone: 216-741-8773
Fax: 216-741-9356



Acknowledgment of Receipt and Review

Form for Priests, Deacons or candidate for those offices

This is to acknowledge that I have received and reviewed copies of The Eparchy of Parma

Policy on Sexual Abuse of Minors by Priests, Deacons or other Church Personnel and the Code of Conduct

I understand that I am responsible for complying with the policy as stated.

I further understand that, as a priest or deacon, any action inconsistent with this Code of Conduct or failure to take action mandated by this Code of Conduct may result an infraction to the Code of Canons of Eastern Churches which will then be met with appropriate disciplinary action.

I further understand that any questions regarding this Policy should be referred to the Protosyncellus.

I further understand that the Eparchy of Parma reserves the right to change, modify and/or revise any part of this policy at any time.

Signature _____

Name (Please print clearly) _____

Parish / Assignment _____

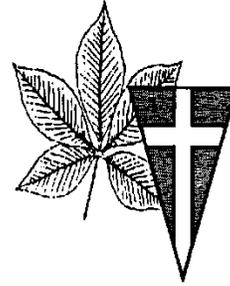
Date _____

One copy of this Acknowledgment of Receipt and Review is to be kept in the parish files and one copy is to be returned to the Chancellor.

The Byzantine Catholic Eparchy of Parma

1900 Carlton Rd.
Parma, OH 44134-3129

Phone: 216-741-8773
Fax: 216-741-9356



Acknowledgment of Receipt and Review

Form for Lay or Religious Personnel

This is to acknowledge that I have received and reviewed copies of The Eparchy of Parma

***Policy on Sexual Abuse of Minors by Priests, Deacons or other Church Personnel
and the
Code of Conduct***

I understand that I am responsible for complying with both the Policy and Code as stated. I understand their meaning and agree to conduct myself in accordance with their terms.

I hereby represent that I have never been convicted or accused of an incident involving physical or sexual abuse of a minor or vulnerable adult. I further represent that I have never been terminated from employment for reasons related to allegations of physical or sexual abuse by me or received any medical, physical or psychological treatment for reasons involving sexual misconduct.

I understand that as an employee or volunteer working with children and/or youth, I am subject to a thorough background check including criminal history. I understand that any action inconsistent with this Policy and Code of Conduct or failure to take action mandated by this Policy and Code of Conduct may result in my removal as an employee or volunteer with children and/or youth.

I further understand that the Eparchy of Parma reserves the right to change, modify and/or revise any part of this Policy and Code at any time and that questions regarding this Policy and Code should be referred to the Protosyncellus.

Signature _____

Name (Please print clearly) _____

Parish / Assignment _____

Date _____

One copy of this Acknowledgment of Receipt and Review is to be kept in the parish files and one copy is to be returned to the Chancellor.