

May 5, 2011

OFFICE OF CHILD PROTECTION UPDATE



Diocese of Belleville

Volume 7, Issue 3

Children's Educational Component

We are missing the Children's Educational Component Training Schedule and Summary (Form 2) from several locations. Please complete the form if you have not done so and turn it in immediately. I need them in order to report the information for the 2011 audit as required by the Charter for the Protection of Children and Young People.

If you have any questions please contact us.



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Field Trips and Summer Activities

As our school and PSR year rapidly comes to an end, please remember as you plan field trips and summer activities that you include preparation time for adults who would like to participate in those events. Don't forget parish groups, as youth ministry groups and vacation bible schools swing into full action during this time of year.

Keep in mind that the state agencies may take anywhere from 3-4 weeks for processing. Both have had a quicker turn around time recently, but that cannot be guaranteed and is completely out of our control. Processing times in the fall tend to be longer due to the high request volume, so anything that you can process now might be advantageous.

Please also let me know of any Initial Child Protection Policy Trainings that you might be having so that we can get them listed on the website. There are always individuals looking for trainings in their area, so don't keep quiet about the education that is provided to adults. The more individuals that are informed, the more eyes that are out there helping to keep children safe!



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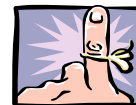
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www.diobelle.net

Tidbits

If you have completed the Children's Educational Presentation, please send in the Children's Educational Component Training Dates and Summary (Form 2).



16661 individuals have gone through the Initial Child Protection Policy Training!

3966 individuals have completed the 10-11 Refresher Course: Professional Boundaries and Behaviors!

Initial Child Protection Policy Trainings – Many are scheduled throughout the diocese, see diocesan website under Diocesan Events.

All forms should be sent and processed through the Office of Child Protection. **All checks should be payable to the Diocese of Belleville.**



2011 Audit



The United States Catholic Conference of Bishops (USCCB) has approved audits of the child protection offices through 2013. We will have one on-site audit, including parish visits and 2 data collection audits over the next 3 years. The audits during this period will be conducted by the StoneBridge Business Partners. The time frame for each audit will be July 1st-June 30th. I expect that the audit process will go well with your help. Please verify that the information provided on your report is accurate NO LATER than June 15, 2011.

- CANTS have been completed or updated (every 2 years)
- Background checks are completed or updated for all employees, volunteers in leadership roles and volunteers who have lived in IL for less than 5 years (every 5 years)
- Applications are on file
- Trainings (Initial and Refresher Course) are up to date
- Status is correct
- Position is correct
- The Children’s Educational Component Training has been completed and the Children’s Educational Component Training Schedule and Summary (Form 2) has been turned in

The auditors expect that by conducting the audit congruent with the school and PSR year that all individuals are compliant with our diocesan Child Protection Policy. They are also expecting that the Children’s Educational Component will have been complete for this season. We also must have a letter on file from the pastor and principal verifying that they have received and implemented the Child Protection Policy at their location. I will be sending this out directly to the pastors, parish life coordinators, principals and/or agency directors in June.

You will notice in the yellow box some statistics that are particularly important. We need to close these gaps. Keep in mind a weakness in compliance on our part, is an opportunity in the eyes of a predator.

- 407 active individuals need the Initial Child Protection Policy Training
- 3209 active individuals need the 2010-2011 Refresher Course
- 2346 active individuals need the CANTS check or to update their CANTS (updated every 2 years)
- 1266 active individuals need an application
- Approximately 1149 active individuals need a criminal background check or to update their criminal background check (updated every 5 years)

Key to Report

SS#	If we have a Social Security Number on file, x’s will appear in this column for confidentiality. If blank, we do not have a social security number on file.
Birthdat	Individuals date of birth
CANTS	Date DCFS cleared the individual as having “no priors”
Vol	Date the individual signed the volunteer application
Employ	Date the individual signed the employment application
CI	Date that a background check was completed
InitialPol	Date the individual attended the Child Protection Policy Training
09-10Refresh	Date the individual attended the 2009-2010 Refresher Course: Mandated Reporter
10-11Refresh	Date the individual completed the 2010-2011 Refresher Course: Professional Boundaries and Behaviors
Testimon	For religious men and women only; Date in which we received their testimonial
St	Individual’s status (A=Active, I=Inactive, T=Terminated, U=Unknown, R=Retired, D=Deceased)
Position	Position the individual holds at your location (ie...volunteer, employee, coach, PSR educator, Youth Ministry Chair, educator, TEC, Quest, Luke 18 etc...)
Yellow	Individual is out of compliance-needs to update a CANTS or CI, Initial Training is missing
Gray	Individual is still compliant, but will need to update the CANTS or CI within 3 months.

Report—New Look

You may have noticed many more high-lights on your report. We are now high-lighting the training fields and application fields if they need your attention. Yellow indicates that an item is needed now and gray indicates that an item needs updating within the next 3 months.

You still need to pay close attention to the CI field as it only highlights based upon the date. Therefore, you need to cross reference the position field in case it is missing completely. It will NOT highlight in this case. Likewise, you may have someone who required a criminal investigation previously, but they are no longer in that position. These will highlight and you will need to ignore it. The position needs to be accurate, so we know not to expect it. Eventually, the highlighting will be based upon the position field.