

OFFICE OF CHILD PROTECTION UPDATE



Diocese of Belleville

Volume 6, Issue 4

Initial Child Protection Policy Trainings



I am happy to announce that we recently trained 11 new facilitators for the Initial Child Protection Policy Training. This brings our total number of facilitators to **73 trained facilitators** across the diocese. The facilitators have been busy scheduling various dates (some are even scheduling for the entire year-which is highly encouraged). As always, when I receive the training dates, we post them to the Diocesan Website and the Office of Education's Portal. Also the dates are typically listed in the Messenger, depending on the amount of notice that we receive. Please check the website regularly, as it changes frequently.

The trainings are open to all. Please post them and help to get the word out so individuals who need to attend can choose a convenient time and location. You never know when there will be an opportunity for someone to visit a new place, an old friend, or relatives. Also another location might be more convenient due to where the individual works.

Children's Educational Component

We are still missing the Children's Educational Component Training Schedule and Summary (Form 2) from some 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 2010 audit as required by the Charter for the Protection of Children and Young People.

If you have any questions please contact us.



Location Coordinator Information Update

We need to update our contact information that we have on file for the Location Coordinator. Please email the following to Renee Quirin.

- Location Coordinator's Name
- Parish or School Address for mailings
- Phone Number for Individual
- Email Address for Individual
- Any changes for an **new Location Coordinator** should be sent from the Pastor, Principal, Parish Life Coordinator or Agency Director.

Inside this issue:

<i>Getting Ready for the 2010-2011 Year</i>	2
<i>Tidbits</i>	2
<i>Inactive Report</i>	2
<i>Key to Report</i>	2
<i>Report and Unknown Inactive Report</i>	

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Getting Ready for the 2010-2011 Year:

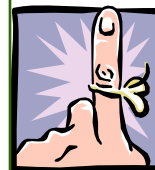


- Any individual left on your report from last year must be in compliance prior to working or volunteering with youth for this upcoming year.
- Submit CANTS and State Police Forms prior to the fall for a quicker response.
- Continue using the 2009-2010 Mandated Reporter Refresher Course until the next course is available for anyone who has **not** participated in it this past year. This is located on the Diocesan Website under Diocesan Events.
- Schedule your Children’s Educational Presentation by September 15th and submit Form 1.
- Use the **Parish Self-Assessment Guide**, located on the diocesan website under Resources/Child Protection to assess your compliance.
- Is each individual’s position listed correctly on your report?
- Is each individual’s status correct on the report? Let us know of anyone who is no longer active.
- Make sure all those who have substantial contact with children/youth are included on your report.
- Ensure that all CANTS have been completed or updated (every 2 years).
- Ensure that the appropriate type of background check is completed or updated for all employees, volunteers in leadership roles and volunteers who have lived in IL for less than 5 years. This is updated every 5 years.
- Every individual on your report should have an application on file.
- Ensure that trainings (Initial and Refresher Course) are up to date.
- The Children’s Educational Component Training Schedule and Summary has been completed and returned to Office of Child Protection (Form 2). You may need to check with your catechetical leader for status.

- 413 active individuals need the Initial Child Protection Policy Training
- 3013 active individuals need the 2009-2010 Refresher Course
- 1989 active individuals need the CANTS check or to update their CANTS (updated every 2 years)
- 1146 active individuals need an application
- Approximately 1048 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
08-09Refresh	Date the individual completed the 2008-2009 Refresher Course: Bullying
09-10Refresh	Date the individual completed the 2009-2010 Refresher Course: Mandated Reporter Training
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.



Tidbits

15318 individuals have gone through the Initial Child Protection Policy Training!

3940 individuals have completed the 09-10 Refresher Course: Mandated Reporter!

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

Inactive Report

Two reports are included with this newsletter. One report represents **INACTIVE individuals, designated by the “I” in the status field.** The INACTIVE list is for **information only.** I send this out annually so that you have a list in case you make someone inactive and they want to be reactivated. You can use this report as a reference to know what the individual would need in order to get back into compliance with the policy. If you have questions, please do not hesitate to contact us.