

## **Policy on Regular Background Checks for Clergy**

### POLICY

Active Clergy Members of the Presbytery of Southern New England are required to undergo a background check at least once every three years. Background checks include an independent investigation of the person's background, references, character, past employment, education, credit, motor vehicles, criminal or police record, sexual abuse registry records, including those maintained by both public and private organizations, and all public records for the purpose of confirming information and/or obtaining other information which may be material to their qualifications for serving as a Minister of Word and Sacrament in the Presbytery of Southern New England.

Active Clergy Members are considered parish clergy and non-parish clergy including specialized clergy, members-at-large, and honorably retired clergy who are active in some form of ministry, e.g. funerals, weddings, Bible study, preaching, pastoral associate, volunteering in other forms of service where their pastoral skills may be seen or used. Clergy who are Honorably Retired and inactive are excluded from this requirement.

### PROCEDURE

1. Background checks are conducted by the Stated Clerk of the Presbytery as scheduled and paid for by the Presbytery of Southern New England.
2. Each clergy scheduled for a background check will be notified by the Presbytery when they are due for a check.
3. Each clergy scheduled for this process must complete an Authorization for Background Check form and send it to the Stated Clerk upon notification.
4. Results of background checks:
  - a. For "clean" results, the Stated Clerk will notify the clergy person of the results.
  - b. For results where an issue has been identified, the Stated Clerk will confer with the General Presbyter to determine who will speak with the candidate and determine a further course of action.

COM 4/5/18  
Approved by PSNE 9/12/18