

Reformation Lutheran Church

102 West Rose Tree Road

Media, PA 19063

Background Check and Mandated Reporting Policies For Volunteers and Staff Working with Youth

In 2014, Pennsylvania legislators created new laws to address issues of child abuse. This effects how institutions, such as congregations, are required to complete background checks of all individuals who work with children or youth. These laws also broaden the definition of who is legally required to report suspected abuse. In compliance with Pennsylvania law, Reformation will now be following these procedures for all staff and volunteers working with children and youth at or through the programs of Reformation Lutheran Church.

Background Checks:

All volunteers and staff members working with youth will be required to have background checks completed and kept on file at Reformation Lutheran Church. The following reports are required of all staff and volunteers working with youth. Volunteers must complete checks and return them to Pastor Alina prior to serving. These checks are free for volunteers and can be completed by accessing the links below:

- Criminal History from the Pennsylvania State Police
 - epatch.state.pa.us/Home.jsp
- Child Abuse History Clearance from the Department of Human Services
 - compass.state.pa.us/cwis/public/home

All staff members, as well as volunteers who have not been legal residents of Pennsylvania for at least the past ten consecutive years, are also required to have an FBI Clearance.

Individuals who have completed these checks with another employer or organization (such as a school or scouting) may provide certified documentation of these reports to Reformation.

Reformation will cover the costs of all background checks. All documentation related to completed background checks will remain confidential and under lock in the Reformation church office. The law requires that all background checks, or documentation of checks, must be done every three years.

Mandated Reporting:

All volunteers and staff members working with youth are now considered to be mandated reporters by the state of Pennsylvania.

All volunteers will be provided with further information regarding how to recognize abuse, how to make a report, and how to receive additional training and education on the subject. Volunteers will be asked to sign a receipt to verify that they have received this information. These documents will be kept in confidential files along with completed background checks.

Staff members will also receive this information and will complete an additional required online course. Documentation of completed course work by staff members or volunteers that choose to complete the course will also be kept on file.

Questions regarding either of these policies and procedures, or any accompanying documentation for Child Safety at Reformation should be directed to Pastor Alina Gayeuski.