

Background Screening Procedure

For Saint Basil the Great

Volunteers working with Children

1. Each person who requests or is asked to volunteer to work with children in conjunction with part of any program associated with the parish must submit to a criminal record check prior to any unsupervised access to children in accordance with parish policy and the policies of the Catholic Diocese of Cleveland.
2. Each person should contact the parish office in order to make arrangements for fingerprinting. Fingerprints are processed through the Ohio Bureau of Criminal Identification and Investigation (OBCII).

The results of the criminal record check will be sent only to the Pastor of Saint Basil the Great Church. If the results of the record check preclude the volunteer from working with children of the parish under Ohio law and the policies of the Diocese of Cleveland, the Pastor will contact the volunteer to explain the results. If the background check indicates that there are no violations that would prevent the Volunteer's work with the children of the parish, the Pastor will provide the individual in charge of the specific youth program with written approval for the Volunteer involved.

If the Volunteer disputes the record that precludes him/her from working with the children of the parish, the Volunteer must be advised that he will have to contact the court where the violation took place. The BCII cannot change any criminal record.

3. All matters concerning the volunteer information and criminal record will be held in strict confidence in accordance with Ohio Law and viewed only by the Pastor or Associate Pastor of Saint Basil the Great Church.
4. All volunteers must complete Virtus training and supply a copy of the certificate of completion to the parish office.