

**DIOCESE OF KANSAS CITY-ST. JOSEPH**  
**PARISH SAFE ENVIRONMENT COMPLIANCE FORM FOR 7/1/23-6/30/24 AUDIT PERIOD**

*Please complete this form and return to OCYP by 10/1/23.*

Scan/email to [ocyp@diocesekcsj.org](mailto:ocyp@diocesekcsj.org) OR fax to the attention of OCYP at 816-817-7219 OR  
mail to OCYP at PO Box 419037, KCMO 64141-6037

**TO BE COMPLETED BY THE SAFE ENVIRONMENT COORDINATOR:**

Parish/Mission Name: \_\_\_\_\_ City: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Pastor's Email: \_\_\_\_\_

\_\_\_\_\_ Number of **Priests** in ministry in the Parish, including retired priests in active ministry

\_\_\_\_\_ Number of **Deacons** in ministry in the parish

\_\_\_\_\_ Number of **Paid Parish staff**, part-time and full-time employees, NOT including priests, deacons, and Catholic school staff

\_\_\_\_\_ Number of **Volunteers** serving with minors/vulnerable adults in parish programs (i.e. catechists, youth ministers, coaches, etc. in all church youth programs; not Catholic school volunteers)

Will you have SOR, Youth Programs, or Sacramental Preparation at this parish/mission from 7/1/23 through 6/30/24?  
Yes \_\_\_\_\_ No \_\_\_\_\_

**Name and Email of DRE – Director of Religious Education:**

\_\_\_\_\_

**Name and Email of DYM – Director of Youth Ministry:**

\_\_\_\_\_

**Name and Email of Director of Confirmation:**

\_\_\_\_\_

**Name and Email of SEC - Safe Environment Coordinator:**

\_\_\_\_\_

**Signature of SEC providing oversight of safe environment requirements and submitting audit forms:**

\_\_\_\_\_

**ATTESTATION BY PASTOR:** With my signature, I attest that all parish employees, and all volunteers serving in a parish program where minors or vulnerable adults are typically present, are in compliance with the following safe environment requirements:

1. Completion of the VIRTUS® *Protecting God's Children for Adults* workshop or have pre-registered and will be attending a workshop, as verified within the VIRTUS® database.
2. Background checks have been completed and clear every 5 years, or are in the process of being completed, as verified within the VIRTUS® database.
3. Signed acknowledgements of commitment to our code of conduct policy, *Ethics and Integrity in Ministry* (EIM) *Code of Conduct Policy*, as verified within the VIRTUS® database.
4. Have provided our SEC with their completion certification for the Missouri Mandated Reporter Training

**Signature of Pastor:** \_\_\_\_\_ **Date:** \_\_\_\_\_