



**Diocese of Western North Carolina**  
**Screening Requirements for Safeguarding God's Family**

Who	Screening Standard	Credit Report	DMV
1. Clergy with Cure	Oxford Background	Included in Oxford	Included in Oxford
2. Clergy without Cure – Licensed to Serve  <i>*The diocese reserves the right to request additional background check at their discretion for any clergy seeking to be licensed.</i>	i. Standard Application; ii. Interview; iii. Reference Checks; iv. <b>Active Screening Faith</b> Basic Background Check (Multi-State Criminal records check; National Sex Offender Registry; SSN Validation)	no	no
3.a. All <u>paid</u> church personnel (full and part-time). This includes:  Parish Administrators; Youth Ministers; Organists; Sextons; Directors of Christian Formation; Music Directors; Childcare workers  3.b. Any paid personnel living on church grounds	i. Standard Application; ii. Interview; iii. Reference Checks; iv. <b>Active Screening Faith</b> Basic Background Check (Multi-State Criminal records check; National Sex Offender Registry; SSN Validation)	Yes for personnel managing church finances	Yes for personnel regularly transporting children, youth or adults

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4.a. All <u>non-paid</u> persons who regularly <u>supervise</u> or <u>assist with supervising</u> children or youth ministries, more than 4 times a year (someone with a title); 4.b. full-time or part-time volunteers serving in staff positions; 4.c. all volunteers who assist with children or youth ministries more than 4 times a year, including overnight activities;	i. Standard Application; ii. Interview; iii. Reference Checks; iv. <b>Active Screening Faith</b> Basic Background Check (Multi-State Criminal records check; National Sex Offender Registry; SSN validation)	No	No (unless providing transportation – see below)
5. All volunteers who provide transportation to children, youth or other church related activities including Lay Eucharistic Visitors	Interview	No	Yes
6. Adults who volunteer less than 4 times a year.	Interview	No	No
7. Adults at overnight activities less than 3 times a year	Interview	No	Yes - if driving
8. All staff (paid personnel and volunteer) at diocesan or church camps	i. Standard Application; ii. Interview; iii. Reference Checks; iv. <b>Active Screening Faith</b> Basic Background Check (Multi-State Criminal records check; National Sex Offender Registry; SSN validation)	No	Yes - if driving