

Appendix H
St. Mark's United Methodist Church
Safe Sanctuaries Policy and Procedures
Criminal Records Screening

**AUTHORIZATION AND RELEASE FOR THE PROCUREMENT OF A
CRIMINAL RECORDS SCREENING**

The Virginia Conference of The United Methodist Church and boards, commissions, and agencies under its organization are responsible for ensuring a safe environment at any and all Conference events on behalf of children, youth and at-risk adults. To this end, the Conference has implemented a "Child/Youth/At-Risk Adult Protection Policy" in order to:

- 1) Establish reasonable procedures to reduce the risk of physical, emotional and sexual abuse of our children, youth, and vulnerable adults as they participate in Conference events;
- 2) Protect our children, youth, and vulnerable adults; and
- 3) Protect our staff and volunteers from false allegations of misconduct.

All new and returning volunteers, including camp staff members, child care, and youth workers, must have a criminal record screening repeated every five (5) years or three years (3) as required by Federal law for volunteers of Emergency Response Teams.

I understand and agree to the following:

1. A background check is not only for the benefit of the Virginia Conference UMC as a sound practice, but also for the benefit of all who participate in ministry programs. It is no reflection on an applicant. I have read, understand, and signed the separate Disclosure concerning my rights.
2. All reports are confidential, and provided to Virginia Conference UMC for the purpose of service within ministry settings only. If required as part of the screening, consumer credit information including credit reports are obtained in strict compliance with the Fair Credit Reporting Act, the Americans with Disabilities Act (ADA), anti-discrimination and privacy laws and all other applicable federal and state laws.
3. I may review or obtain a copy of my report as provided by law. Screening One may be contacted by writing to: Screening One, Inc., 2233 W. 190th Street, Torrance, CA 90504.
4. I authorize and release people, companies, references, current and former employers, schools, credit bureaus, municipal, county, state and federal agencies and courts, and agencies that provide motor vehicle records, to provide all information that is requested to the Virginia Conference UMC or Screening One.
5. I further release all of the above, including the Virginia Conference UMC and Screening One, to the full extent permitted by law, from any liability or claims arising from retrieving and reporting information concerning me.
6. I agree that a copy or fax of this document shall be as valid as the original.
7. The information contained on this authorization/release form is true and correct and that my application or service may be terminated based on any false, omitted, or fraudulent information.

Your signature _____ Date _____

COURTS AND OTHER ENTITIES REQUIRE THE FOLLOWING INFORMATION FOR IDENTIFICATION WHEN CHECKING PUBLIC RECORDS. IT IS CONFIDENTIAL AND IS USED FOR IDENTIFICATION ONLY. YEAR OF BIRTH ENSURES ACCURACY AND AVOIDS DELAY.

Last Name First Name Middle Name Social Security Number

