



Diocese of Grand Island

Ministry Clearance (Vetting) Policy For Visiting Clergy, Religious, and Laity

Purpose:

The Diocese of Grand Island is committed to standards assuring suitability of priestly and lay ministry and ensuring fidelity to Church teaching. Therefore, we seek the cooperation of all diocesan, parish, Catholic School, and lay apostolate personnel in the details and implementation of this policy.

While we wish to welcome visiting clergy and lay ministers to provide coverage at Masses, to assist with other sacraments, to educate on specialty topics, or to participate in festivals and conferences, it is imperative that we are diligent in obtaining what is required for any clergy, religious, or lay minister who has requested or who is being asked to exercise ministry in our Diocese. Collectively, we are all responsible for verifying that ordained ministers, religious, and laity are worthy of the trust of the People of God.

The goal of this process is twofold: (1) to ensure fidelity to Church teaching and (2) to ensure that required safe environment procedures are followed as stated in the Diocesan Policy Manual and in the United States Conference of Catholic Bishops' Charter for the Protection of Children and Young People, Articles 12 and 13.

Permission:

Permission will only be granted if satisfactory written confirmation is given to the Chancery Office from the visiting priest's or religious' own (Arch) Bishop/Superior, chancery, or congregational leader that he/she is in good standing and that there are no concerns, allegations or criminal convictions relating to any sexual misconduct with children or adults at risk.

Exemptions from Policy:

Individuals who are exempt from this vetting policy are clergy with faculties in the Diocese of Grand Island, Diocesan employees, religious, parish employees, and teachers and administrators of Catholic schools located in the Diocese of Grand Island. Events sponsored by the Diocese of Grand Island are exempt when using diocesan personnel or volunteers.

**Ministry Clearance (Vetting) Policy
For Visiting Clergy, Religious, and Laity**

Required Steps:

1. Complete proper Application for either Visiting Clergy/Religious or Visiting Laity.
2. Return the application to the Chancery via the email or fax number listed at the bottom of the form.*
3. Staff at the Diocese of Grand Island Chancery Office will seek the required Letter of Suitability.
4. You will be notified as soon as the Letter of Suitability is received.

* Please note that a *minimum of 90 days* are needed in order to approve someone residing outside the United States.

**Diocese of Grand Island
Application for Visiting CLERGY or RELIGIOUS**

Full name of Person: _____

Current Address: _____

Phone: _____ Fax: _____

Email: _____

(Arch) Diocese where the person is currently serving:

(Arch) Diocese: _____

(Arch) Bishop or Superior: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Purpose of his/her requested service in the Diocese of Grand Island:

Event: _____

Topic and/or Duties: _____

Event Location: _____

Event Date: _____

Requested by: _____ Phone: _____

Email: _____

Pastor's Signature: _____ Date: _____

(if applicable)

Please send to the Chancellor of the Diocese of Grand Island **no later than 30 days prior to the event (90 days for someone residing outside the United States)** for approval. You may email the request to: chancellorkh@gidiocese.org or fax it to 308-382-6569.

Please do NOT give this form to the person being screened. If you wish to advertise the individual's participation in your parish or event *prior to* receiving final approval, please contact the Chancellor of the Grand Island Diocese about obtaining preliminary approval to do so.

**Diocese of Grand Island
Application for Visiting LAITY**

Full name of Person: _____

Current Address: _____

Phone: _____ Fax: _____

Email: _____

(Arch) Diocese where the person is currently serving:

(Arch) Diocese: _____

(Arch) Bishop or Superior: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Purpose of his/her requested service in the Diocese of Grand Island:

Event: _____

Topic and/or Duties: _____

Event Location: _____

Event Date: _____

Requested by: _____ Phone: _____

Email: _____

Pastor's Signature: _____ Date: _____

(if applicable)

Please send to the Chancellor of the Diocese of Grand Island **no later than 30 days prior to the event (90 days for someone residing outside the United States)** for approval. You may email the request to: chancellorkh@gidiocese.org or fax it to 308-382-6569.

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