

## **The Office for Healing and Prevention**

The Mission of the Office of Healing and Prevention is to accept the responsibility to respond to the allegations of sexual abuse of any child by any diocesan or parochial school personal in keeping with the USCCB's Charter for the Protection of Children and Young People.

It is the role and responsibility of the Office for Healing and Prevention to oversee the enforcement of the Policy and Procedures of Minors, to offer outreach to victims and their families, and to offer the services of a Coordinator for Assistance to the Accused.

### **The Directors responsibilities include:**

- Implementation and oversight of the Policies and Procedures for the Protection of minors.
- Inform parish's communities re: diocesan initiative to prevent abuse and to address inquiries.
- Serve as liaison from Bishop's Offices to Parishes Staff and other diocesan institutions
- Provide ongoing outreach to parishes suffering the loss of their priest and ensure continuing dialogue with parishes ones and staff.
- Prepare reports to present to Bishop and Diocesan Review Committee
- Prepare and contribute necessary material for USCCB for Annual Audit
- Process Therapeutic providers' invoices and clinical updates for each client receiving therapeutic services from the Diocese.
- Develop and implement subcommittee to address issues of priests removed from ministry with the assistance of volunteers from the Diocesan Review Committee
- Provide semiannual invitations and appropriate Victim Assistant Coordinators from every New England Diocese to meet at our Chancery to listen and discuss current issues and best procedures related to our positions.
- Respond to telephone and email contacts relative to any issue belonging to the Office of Healing and Prevention.
- Develop and oversee the implementation of annual office budget
- Complete and maintain all documentation related to the Office for Healing and Prevention.
- Participate in professional associations and conferences
- Oversee all the Office for the Healing and Prevention responsibilities

### **Victim Assistance Coordinator responsibilities include:**

- Serve as an advocate for survivors and their families during the initial reporting process and throughout other diocesan and/or legal proceedings
- Prepare and present to Bishop and Diocesan Review Committee content of Initial Statement of Survivor
- Prepare and present survivors initial complaints to the Vicar General for referral to the Office of the District Attorney Middle District and for discussion with the Diocesan Review Committee
- Maintain and provide current information on victim treatment services, victim support groups, and victim advocacy groups
- Coordinate outreach regarding access to psychological services, spiritual assistance, support groups and other social services agreed upon by the victim and the diocese
- Initiate and maintain on going communication with survivors and their families
- Provide ongoing outreach to parishes where the community is suffering the loss of priest and ensure continued dialogue with parishioners and parish staff.
- Provide opportunities for listening sessions for people to express opinions and recommendations
- Serve as liaison to Bishop's Office to and from Victim's families, clergy, parishes and other dioceses and institutions regarding child sexual abuse issues and Charter expectations.
- Chair the Diocesan Committee Task Force of clergy and lay people specially educated and experienced in the specialty of child sexual abuse to develop a strength based plan to help the clergy removed from ministry to credible allegations of child sexual assault to help them adjust to the significant changes in their lives and to learn skills to ensure they do not repeat their offending behavior.