ANNUAL SAFE ENVIRONMENT AUDIT

PARISH FORM

Statistics for the Audit Period of July 1, 2016 to June 30, 2017

Parish:_____ City:_____

Parish Employees: Parish employees are paid persons, full or part-time, who are employed by and work directly for parishes, excluding priests, nonemployee deacons, and all parish school employees.

Total number of Parish Employees…….…….. _____

Number who has completed the VIRTUS training (Protecting God's Children)……...…. _____
**The total trained plus the total not trained should equal the total required to comply.*

Number who has **not** yet completed the VIRTUS training (Protecting God's Children)… _____

Number of background checks Completed……..... _____
***The total backgrounds completed plus the total backgrounds remaining should equal the total required to comply.*

Total number of background checks **not** Completed……... _____

Covered Volunteers: Any nonemployee volunteer who has or could have substantial contact with minors as defined in the *Policies & Procedures for the Protection of Children & Young People* (see pp. 4-10).

Total number of Covered Volunteers…...…….…... _____

Number that has completed the VIRTUS training (Protecting God's Children)……..…. _____
**The total trained plus the total not trained should equal the total required to comply.*

Number who has **not** yet completed the VIRTUS training (Protecting God's Children).... _____

Number of background checks completed…….. _____
*** (The total backgrounds completed plus the total backgrounds remaining should equal the total required to comply.)*

Total number of background checks **not** completed…… _____

Please use the back of this form to explain any discrepancies in the numbers.

_____ _____
Person Responsible for Collecting the Data Date

_____ _____
Signature of the Pastor – Required Date

Due by **June 30, 2017** - Please return completed form to the Office of the Chancellor at the Diocese of Tulsa at either chancellor.office@dioceseoftulsa.org or Diocese of Tulsa, PO Box 690240, Tulsa, OK, 74169. Please see the *Safe Environment Audit: Annual Duties & Procedures* in the *Policies & Procedures for the Protection of Children & Young People* for more information. Thank you.