



ANNUAL SAFE ENVIRONMENT AUDIT **PARISH FORM**

Statistics for the Audit Period of July 1, 2017 to June 30, 2018

Parish: _____ City: _____

Local Administrator(s) Name and contact info:

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 have 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 have **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 have 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 have **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, 2018** - Please return completed form to the Office of Child & Youth Protection at the Diocese of Tulsa at either donna.eurich@dioceseoftulsa.org, or the address above. 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.