

Appendix C: Application for Exemption from FBI Background Check for Volunteers



THE EPISCOPAL DIOCESE OF PENNSYLVANIA

Application for Exemption from FBI Background Check for Volunteers

Please read this entire form carefully before completing it. This form is to be used by a Pennsylvania resident who serves or wants to serve as a volunteer with a program or activity associated with the Episcopal Diocese of Pennsylvania and seeks exemption from the requirement to submit a report of federal criminal history record information (FBI background check). Even if granted an exception from obtaining FBI background checks, you are still required to submit a report of criminal history record information from the Pennsylvania State Police and a certification from the Department of Human Services concerning child abuse.

Section I. Personal Information

Name of Volunteer (please print): _____ Date: ____/____/____

Current Address: _____

Number of Years _____ Months _____ at this Address*

**If less than 10 years, provide prior Pennsylvania addresses on a separate page.*

Volunteer Position: _____

Section II. Instructions

Check the appropriate boxes below. Then, sign the certification under **Section 3**.

By checking this box, I certify that I have been a resident of Pennsylvania for the entirety of at least the last 10 consecutive years prior to the date of this application, which is set forth above.

By checking this box, I certify that I have not been convicted of any of the Reportable Offenses listed below.

- In video calls, follow the same criteria used in telephone calls. In addition, prudent judgement regarding attire and surroundings should be observed.
- Comply with the following best practices regarding “groups” on social networking sites:
 - Have at least two unrelated adult administrators as well as at least two youth administrators for groups that are designed for youth;
 - Use closed groups, but not “hidden” or “secret” groups, for youth;
 - Have only youth administrators invite other youth to join the online group, unless a youth previously asked an adult administrator to invite them to join;
 - Remove any content that shows or describes inappropriate behavior outside the bounds of the established behavioral covenant;
 - Open social networking groups for youth to parents of current members;
 - Remove adult leaders of youth groups and youth who are no longer members, due to departure, removal from position, or are ineligible because they “aged-out” of a program from social networking sites, list serves, etc;
 - Observe mandated reporting laws regarding suspected abuse, neglect, and exploitation.