



REFERENCE CHECK for VOLUNTEERS

The Archdiocese of Baltimore and St. Francis de Sales are committed to providing a safe and healthy environment for children and youth. This is an important measure as our society and our Church become more aware of the problem of child abuse and the priority of protecting children so that they can grow into healthy, mature, and happy adults. All applicants who volunteer to serve must complete the following:

1. Create an account in www.virtusonline.org as well as completing the Background Check questions on Virtus.
2. Complete the online training assigned. *Print certificate of completion for your records.*
3. Provide three references using the Reference Check form.

The Background Check must be approved, the training completed, and must submit three completed references. All documentation will be verified and documented before the applicant may begin to volunteer. Once cleared, your information will be forwarded to the person responsible for the Ministry Schedule.

APPLICANT INFORMATION

_____ has applied to serve St. Francis de Sales as a volunteer. As a reference, please answer the following questions appropriately. You will be contacted by one of our personnel to complete the volunteer's eligibility.

1. To your knowledge, has the applicant ever been accused of, charged with, or convicted of child abuse? Yes No
2. To your knowledge, has the applicant ever been terminated from any volunteer service or employment due to suspected child abuse? Yes No
3. Are you aware of any reason why the applicant should not be placed in a position where he/she will be working with children and youth? Yes No
4. To your knowledge, is there any reason why the applicant should not serve as a volunteer in the Archdiocese of Baltimore? Yes No

If yes, please explain: _____

REFERENCE INFORMATION

Name: _____ Number: _____

Address: _____ City: _____ State: _____

Email: _____ Relationship to Volunteer: _____ Years Known: _____

OATH OF AFFIRMATION

I, _____ affirm that I am the person who completed this reference form and that the information I provided is true and correct to the best of my knowledge.

Reference Signature: _____ Date: _____

Please return to: St. Francis de Sales or E-mail Linda.Midwig@archbalt.org
Attn: Linda Midwig
1450 Abingdon Rd.
Abingdon, MD 21009