

Journey With Christ Policies

The following policies have been adopted after much prayerful consideration to establish a foundation for decisions to be made by the Journey with Christ Board. Should anyone believe an exception is warranted and/or believes any of the following policies should be changed, the suggestion should be presented during a Board Meeting for prayerful consideration. A decision should be made, in most cases, no earlier than two weeks from the date of the request.

Regarding Candidates (Caterpillars)

Journey with Christ for Girls and ***Journey with Christ for Boys*** weekends are for those who are at least 15 years old and at least a freshman in high school when the weekend begins, through the summer of high school graduation.

Journey with Christ for Young Adults is intended for those who are post high school when the weekend begins through the age of 24.

Regarding Sponsors of Candidates

1. Candidates will be registered for a specific weekend on a first-come, first-served basis. Candidates are not considered registered until their registration form is accepted by the Registrar.
2. Sponsors are responsible to bring their candidates to the weekend at 7:30 PM on Thursday.
3. Sponsors should stay with their Candidates until the end of the Sendoff Service.
4. Sponsors who have completed a Work Request (and Background check when needed) should be placed on the team, especially those who are traveling from out-of-town.
5. Sponsors should participate in the Sponsors' Service on Thursday evening, Candlelight Service on Saturday evening, and Closing Service on Sunday afternoon.
6. Sponsors are responsible for making sure their candidates get back home safely from the weekend.
7. Sponsors are strongly encouraged to work in the background rather than in the cocoon.

Exceptions to these requirements may be approved by the JWC Board President upon submittal of a written request by the Candidate's Sponsor. Exemption requests must be submitted at least two weeks prior to the Journey unless a later submittal is approved by the Board President.

Regarding Workers

1. Must have participated as a Caterpillar/Candidate in an approved weekend experience (i.e., Journey with Christ, Chrysalis, Teens Encounter Christ or TEC, Search, The Walk with Christ, Walk to Emmaus, Cursillo, Tres Dias, or other as approved by the Board).
2. Spiritual Director and other members of the Cocoon Spiritual team should be ordained clergy, employed as a pastor, licensed or credentialed as a pastor, or a retired pastor of any participating Christian denomination. Requests for exceptions should be brought to the Board at least two months prior to the weekend in which they are being considered for service. All requests are considered “one time only” unless the requestor specifically asks that the person be added to the list of pastors for future use without approval; in this case the person would be considered a “pastor” and limited to the approved roles of clergy members.
3. Non-clergy and non-pastor Background Spiritual Leaders are to be approved by the Journey with Christ Board. This approval is considered to be “one time only.”
4. Should arrive no later than 7 pm on Thursday for the Journey with Christ weekends.
5. Every worker is expected to honor the concept of a cloistered weekend by maintaining it and encouraging co-workers to do the same. Including but not limited to:
 - Cell phones
 - ipods/ipads
 - Laptops
 - Outside visitors
 - Coffee/Pop/Food runs
6. Background and Cocoon Spiritual Team are given the agape of not being required to pay the worker fee.
7. First time adult workers shall be given a Journey with Christ Cross during team commissioning on Thursday night when all team members are given their lanyards.
8. Anyone who has forgotten his or her Journey with Christ Cross may purchase a new one. If they wish to return it at the end of the weekend, their fee will be returned to them.
9. All team members should participate in team meditation, sharing, singing, and prayer times.
10. Team members are expected to serve one another, regardless of what team they are on.
11. Male workers are not allowed to enter sleeping and bathroom areas designated for females.

12. Female workers are not allowed to enter sleeping and bathroom areas designated for males.
13. Those serving as servers for the Feast on Saturday night shall wear “Black and Whites” dressed nicely and modestly.
14. Servers for the Feast shall be at least 25 years old.
15. Personal information (e.g., phone numbers, mailing addresses, and e-mails) shall not be used for non-Journey with Christ purposes.
16. “Public Displays of Affection” or PDA’s are strongly discouraged at all Journey with Christ events.
17. Workers will not be alone with members of the opposite sex and should make every effort to work in groups of three at all times.
18. Adult workers (18 years or older) whose screening has not been completed or has lapsed shall not work until screening is complete in accordance with JWC Adult Screening Policy.
19. If during a conversation you suspect an abuse case, stop the sharing and get the spiritual director. Offer to accompany them but do not allow the sharing to continue.
20. Those who are under the age of 18 will not be allowed to work without written permission from their parents/guardians.
21. Pastors or clergy may serve in any position during a weekend except that of a Lay Director and Co-Director.
22. Pastors or clergy should be limited to giving the “pastor talks” regardless of which position they are serving in and should only give “pastor talks” when they are serving on a spiritual team.

Regarding Core Team

1. Core team members are expected to support and encourage the spiritual development of their team by participating in team worship, sharing, singing, and prayer times.
2. The Chef and Agape Chair should be an adult because of the planning, money, and leadership involved.
3. Core team and Directors should work together in order to determine who will serve on what team.
4. Core team (specifically Agape Chair and Chef) should remain flexible to team additions for those who sponsor candidates close to the beginning of the weekend.
5. Co-director is recommended to be an experienced Journey with Christ worker.

Regarding Lay Directors

1. Lay Directors should have prior experience in the Cocoon and Background. It is recommended they have given a talk and served in a core team position.

2. Youth Directors should have prior experience in the Cocoon, in the Background and have given a talk.
3. A person can serve as Lay Director only once for a Journey with Christ weekend.
4. A person can serve as Youth Director only once for a Journey with Christ weekend.
5. Lay Directors should attend Board meetings leading up to the weekend they will direct.
6. Lay Directors are to present a written report about the Journey with Christ weekend they directed at one of the next two board meetings following the weekend they direct.
7. Lay Directors are the authority during a Journey with Christ weekend and are accountable to the Board.
8. Lay Directors are responsible for planning, coordinating, and directing their specific weekend.
9. Lay Directors should be commissioned during a Board meeting.
10. Youth Directors should be commissioned during the Closing Service of a Journey with Christ weekend.
11. Lay Directors and Youth Directors should participate in the Commissioning Service and the Closing Service during the Journey with Christ weekend preceding the one they have been called to direct.
12. Lay Directors are expected to give the "Priesthood of All Believers" talk.
13. Youth directors are expected to give the "Next Steps" talk.
14. All Lay Directors and Youth Director shall sign a Directors Covenant and return it to the President.
15. If an emergency or unexpected issue regarding policy or change to activities arises during the JWC weekend, the decision must be made by at least the Lay Director, Spiritual Director, and Advocate.

Regarding Activities

1. Three activities must start consistently as they involve members of the Community who won't be working during the weekend:
 - a. Registration on Thursday at 7:30 pm and Send-off Service 8:00 pm
 - b. Community gather at 7:30 pm and Candlelight Service Saturday 8:00 pm
 - c. Community gather at 2:45 pm and Closing Service Sunday 3:00 pm.
2. Communion can be celebrated each day.
3. Baptism is a sacrament that is not to occur during a Journey with Christ weekend.
4. The only talks to be given during a Journey with Christ weekend are those based on the talk outlines provided by the Board.

5. The following talks are adult talks and should be given by adults (usually 25 years old or older):
 - a. Faith, Communication,
 - b. Married for Christ,
 - c. Single for Christ,
 - d. Priesthood of Believers.
6. The following talks are youth talks and should be given by youth (under the age of 25):
 - a. Ideals,
 - b. Prodigal,
 - c. Christian Growth,
 - d. Christian Action,
 - e. Next Steps.
7. No lay speaker should give more than one talk on a Journey with Christ Weekend.
8. The following talks should be given by a member of the spiritual team:
 - a. God's Designs and Desires,
 - b. God Denied,
 - c. God's Means of Grace,
 - d. God Accepted,
 - e. God Empowers.
9. Proposed changes to the activities for a Journey with Christ weekend (see approved activities in the Director's Checklist) should be brought before the Board at least two board meetings prior to the weekend.
10. All Journey with Christ weekends are drug and alcohol free events.
11. The bell shall be passed from youth director to youth director during the Closing Service in a way that honors God and the community.
12. Speakers and backup speakers must be those who are working in the cocoon (except for 1/2 of the marriage talk) throughout the weekend.

Regarding the Board

1. Board members are encouraged to participate in Journey with Christ Closing Services and Candlelight Services as much as possible.
2. While serving as a Lay Director, Youth Director, or Co-Director, members of the Board are encouraged not to vote on issues when there could be a perceived or real conflict of interest.
3. The Registrar is the only person authorized to process registrations for Caterpillars.
4. When possible, the board should wait at least one board meeting before making major decisions.
5. All board members must sign a covenant agreement.
6. The Board will conduct an annual self-review which shall be presented at the October meeting.

- The Board will annually discuss the following areas and identify areas for improvement:
- The Board's openness and communication among the JWC community
- The Board's ability and skill in directing the organization's efforts (JWC weekends, Business matters, etc.) in accordance with mission statement and purpose.
- The Board's adherence to policy.

Regarding the Cancellation of a Journey with Christ weekend.

1. If there are fewer than four candidates/caterpillars 15 days prior to the weekend the board shall evaluate whether to proceed with the weekend.
2. The decision to proceed with or cancel a weekend shall be made ten days prior to the weekend.

Attachment A Adult Screening Policy and Procedures

Policy

To protect the youth, those with developmental disabilities and any vulnerable adults participating on Journey with Christ weekends, it is the policy of the Journey with Christ Board that a current criminal background check will be completed on all adult volunteers (age 18 and older) who wish to participate on Journey with Christ weekend.

For the purpose of this policy, “Adult Volunteers” includes any individual age 18 or older who will participate in a Journey with Christ weekend on any of the following “teams,” regardless of whether (a) they participate in the entire weekend or only a portion of the weekend (as when arriving late and/or leaving early), or (b) they sleep on the church premises or have approval to sleep off the church premises:

- Directors
- Decuria
- Advocate
- Spiritual Team (including Foreground and Background)
- Song Team (including Foreground and Background)
- Table Parents
- Youth Table Leaders
- Chas
- Kitchen Team
- Background Coordinator
- Agape Team
 - Trailer Angels
 - Sacristan
 - Recorder

For the purpose of this policy only, volunteers participating on the “Love Team” are not considered part of the “Journey with Christ Weekend Team” because they are not actively involved in ministry activities to youth during a Journey with Christ weekend. Instead, “Love Team” participants are responsible only for cleaning the church and serving a meal during brief, discrete periods of a Journey with Christ weekend. Consequently, “Love Team” participants are exempt from the requirement to obtain a criminal background check as described in this policy.

Criminal background checks completed on adult volunteers shall be considered “current” if completed within 36 months of the Journey with Christ Weekend for which they wish to participate. Information obtained from criminal background inquiries will not necessarily preclude participation in a Journey with Christ weekend, but it will be considered in determining the volunteer's character and suitability to participate on the Journey with Christ weekends and may result in a denial of the “Worker Application.”

Failure to provide a criminal background check will preclude an adult volunteer from being able to participate on a Journey with Christ weekend. Any criminal background check resulting in evidence of a conviction for the crimes described below will preclude the individual from participating in Journey with Christ weekends for the periods defined.

The Journey with Christ Board shall use results of the Criminal Background Check only in making decisions about whether or not to allow an adult to participate in a Journey with Christ weekend. The Journey with Christ Board shall not further dissemination, use, or re-disclose the results of the criminal background checks.

Adult volunteers will not be allowed unsupervised access to children less than sixteen years of age, persons with developmental disabilities, or vulnerable adults until the results of the criminal background check have been received and no disqualifying convictions have been found.

Participation in a Journey with Christ weekend is contingent upon results of a background check. The Journey with Christ Board shall not authorize an adult to participate in a Journey with Christ weekend in any fashion who was:

- a. Convicted of a “crime against children or other persons” as defined in RCW 43.43.830, EXCEPT the Journey with Christ Board may allow participation on a Journey with Christ weekend when the conviction for past offense was a simple assault, assault in the 4th degree, prostitution, or the same offense as it may be renamed, **and three or more years have passed** between the most recent conviction and the date of application for the position.
- b. Convicted of a “crime relating to financial exploitation,” EXCEPT the Journey with Christ Board may allow participation on a Journey with Christ weekend if:
 - i. The volunteer has one or more convictions for a past offense and the offense was theft in the 3rd degree, or the same offense as it may be renamed, **and three or more years have passed** between the most recent conviction and the date of the Journey with Christ weekend;
 - ii. The volunteer has one or more convictions for a past offense and the offense was theft in the 2nd degree, or forgery, or the same offenses as it may be renamed, **and five or more years have passed** between the most recent conviction and the date of the Journey with Christ weekend.
- c. Found in any disciplinary board final decision to have sexually abused or financially exploited a minor or vulnerable adult.
- d. Found by any court in a protection proceeding to have sexually abused or exploited a minor or vulnerable adult.
- e. Charged with or arrested for a crime that is sexual in nature until all related charges are dropped.

- f. Charged with or arrested for a crime against children or vulnerable persons until all related charges are dropped.

Convictions Permanently Prohibiting Unsupervised Access to Children and Individuals with Developmental Disabilities at Journey with Christ weekends.

- a. In conjunction with WAC 388-06-0170, the Journey with Christ Board shall monitor the results of criminal background checks for evidence of convictions for certain crimes that will permanently prohibit volunteers from participating in Journey with Christ weekends where they may have unsupervised access to children or to individuals with a developmental disability. Those felony convictions are as follows:
 - i. Child abuse and/or neglect;
 - ii. Spousal abuse;
 - iii. A crime against a child (including child pornography);
 - iv. A crime involving violence (including rape, sexual assault, or homicide but not including other physical assault); or

Any federal or out-of-state conviction for an offense that under the laws of this state would disqualify a person from having unsupervised access to children or individuals with developmental disabilities in any home or facility.

Procedures

- 1. Adult volunteers wishing to participate on a Journey with Christ weekend must complete an “Adult Screening Questionnaire & Covenant” form which can be obtained from the Journey with Christ website or the Registrar. Signature on this form authorizes the Journey with Christ Board to complete the Criminal Background Check. Failure to complete and sign this form shall disqualify adult volunteers from participating on a Journey with Christ weekend if they have not had another criminal background check completed within 36-months of the date of the Journey with Christ weekend in which they wish to participate.
 - a. The “Adult Screening Questionnaire & Covenant” form will serve as notification to any prospective volunteer of the criminal background check requirements.
 - b. The “Adult Screening Questionnaire & Covenant” form, which must be signed by the volunteer, will serve as a signed acknowledgment statement that a background check will be made.
 - c. The “Applicant Authorization for Background Inquiry” will serve as a disclosure statement, including the elements consistent with RCW 43.43.834.
 - d. The “Applicant Authorization for Background Inquiry” shall contain an item asking

the volunteer whether they would like to receive a copy of their own criminal background check results.

- e. A completed and signed adult screening form by an applicant living outside the state of Washington shall be deemed as a sworn statement pursuant to RCW 9A.72.050 of the Revised Code of Washington State, and as proof that all declarations therein are true and accurate at the risk of perjury.
2. Criminal background check will be completed on all adult volunteers providing authorization for the check per the "Adult Screening Questionnaire & Covenant" form. The background checks will be completed using one or more of the following:
 - a. For adults that have been residents of Washington State for at least three years prior to the time the background check is requested the Washington State Patrol WATCH service can be used.
 - b. For adults that live outside of Washington State, have not lived within Washington State for at least three years prior to the time the background check is requested, or for any reason that the JWC board deems necessary the JWC board may use a service that provides a national or state specific background check that provides results consistent with the Washington State Patrol Washington Access to Criminal History (WATCH) service.
 3. A criminal background check should normally be conducted no later than 11:59 p.m. Wednesday two weeks before the Journey with Christ weekend starts. (See section 4 below when this requirement is not met.) This process will be conducted as follows:
 - a. The Journey with Christ Board Registrar, or designee, will review all Adult Work Request prior to the weekend to determine whether the volunteer has had a criminal background check completed within 36-months of the weekend in which they wish to participate.
 - b. If a criminal background check has not been completed previously or in the past 36-months, the Board Registrar, or designee, will review the volunteer's "Adult Screening Questionnaire & Covenant" for completeness and signed authorization.
 - c. The Board Registrar, or designee, will conduct the criminal background check using the Washington State Patrol's WATCH database or equivalent process in accordance with the Criminal History Information Child/Adult Abuse Information Act.
 - d. The Board Registrar, or designee, will notify the Journey with Christ Board President, Past President, and President Elect of any and all criminal background checks that result in the identification a conviction that would disqualify the volunteer from participating on the weekend.
 - i. The President, or designee, shall notify the volunteer of the results of the background check and inform the volunteer of their disqualification from

participating on the weekend.

- ii. In certain instances, a volunteer may appeal their disqualification at a subsequent board meeting where the Journey With Christ board will review the available information and approve of or overturn the decision to disqualify the volunteer. The appeal process is discussed in section 5 below.

4. Approximately five days prior to a Journey, the following will be performed:

- a. The Board Registrar will contact the Director to obtain a team list.
- b. The Board Registrar will determine if there are adult volunteers on the team list who are scheduled to work who have either never had a background check conducted, or for which greater than 36 months have elapsed since their last background check.
- c. The Board Registrar will provide the names of adult volunteers needing background checks to the Director.
- d. The Director will notify the identified adult volunteers that they must register prior to Wednesday at midnight in order to be permitted to work on the Journey.
- e. For worker volunteers failing to submit registrations prior to the “Wednesday at midnight” deadline and for last minute additions to the team, approval by the Board President, or designee is required in order to permit the adult volunteer to participate on the Journey Team. For volunteers in this category, background checks will be conducted as soon as possible by the Board Registrar, or designee, as follows:
 - i. The volunteer will complete the Worker Application and the Adult Screening Questionnaire & Covenant forms upon reporting to the church and provide them to the Recorder.
 - ii. The Recorder will contact the Board Registrar or designee to conduct the criminal background check as soon as reasonably possible.
 - iii. If the background check identifies offenses that would disqualify the adult volunteer from participating on the team, The Board Registrar will direct the Recorder to inform the Director, Advocate, and Spiritual Director for the weekend promptly notified. Thereafter, the Advocate will:
 - iv. Inform the volunteer of their disqualification from participating on the weekend.
 - v. Inform the Journey With Christ board President, Past president, and President Elect of the volunteer’s disqualification.

5. The appeal process will be conducted as follows:

NOTE: Offenses listed in WAC 388-06-0170 permanently disqualify a person from participating on Journey With Christ Teams. If an appeal is made involving one of these offenses, the Board will disapprove the appeal.

- a. The individual making an appeal for disqualification based on background screening results will submit a written request to the JWC Board specifying:
 - i. Extenuating or mitigating circumstances associated with the original offense(s).
 - ii. Actions taken since the offense to prevent recurrence of the original offense(s).
 - iii. Any other factors that would support approval of the appeal.
 - b. The JWC Board will review the submittal and decide whether to approve or disapprove the appeal.
 - c. The JWC President will prepare a written response to the individual outlining the decision made by the Board.
 - d. If the appeal is approved, the Board Registrar will update the Registration Database by entering the date of the Board meeting in the "Last Screen" field for the affected individual.
6. Volunteers who request a copy of the results of their own Criminal Background Check on the "Applicant Authorization for Background Inquiry" will be mailed a copy of the results within 10 days of receipt. The Board Registrar or designee is responsible for ensuring the results are mailed to all volunteers requesting a copy of their own Criminal Background Check results.
7. Results of the criminal background check will be retained by the Board Registrar in a secure database. Results of criminal background checks will be retained by the Journey with Christ Registrar for six years.

Attachment B

Handling Cases of Suspected Child Abuse

The intent of child protective laws is to protect children who have been non-accidentally injured, exploited, deprived, or abandoned, which may interfere with and/or threaten their right to minimal nurture, health, welfare, and/or safety, which are the result of the acts or omissions of parents or caretakers. Depending on the state of jurisdiction and each specific case, it may be referred to as one or more of the following:

- Injury or abuse (e.g., physical; mental; emotional)
- Sexual abuse/sexual exploitation
- Neglect (e.g., negligent treatment; maltreatment; physical; medical)
- Abandonment
- Threat of harm
- Child selling
- Fatality/death

Journey weekends consist of opportunities for sharing personal information. The teams typically consist of both sexes and all ages, working closely together. Those participating in the weekend come from various backgrounds and experiences, as well as different states (typically, Idaho, Oregon, and Washington).

Therefore, it is possible for candidates and/or team member workers (youth and/or adult) to share personal information that might call for some direct counseling and/or intervention by a layperson or one of the ordained clergy.

Especially of concern would be information that might indicate cases of suspected child abuse that may have been and/or is occurring outside of (i.e., home, neighborhood, school, work) or during the Journey weekend. The Board for Journey With Christ is committed to doing everything in its power to see that no physical, emotional, or any other kind of abuse or neglect occurs during the Journey weekends or other sponsored events, and that injury, abuse, and neglect issues that are brought to the weekend are handled in the best interest of those affected. The Board, therefore, has created this policy about the handling of such cases.

According to state law (Revised Code of Washington or RCW, Chapter 26.44.030; Oregon Revised Statute or ORS, 419B.010; and, Chapters 1601 – 1629 of Title 16, Volume 3 of the Idaho Code), any public or private official having reasonable cause to believe that any child with whom the official comes in contact has suffered abuse, or that any person with whom the official comes in contact has abused a child shall report or cause a report to be made. Those required to report abuse or neglect (usually under penalty of law – gross misdemeanor, and/or subject to possible civil action) during the course of their employment usually include (the state or states for which each type applies is listed in parentheses – ID, OR, and/or WA):

- Medical practitioner (including, but, not necessarily limited to licensed health service providers such as physicians, surgeons, dentists, licensed practical nurses or LPNs, registered nurses or RNs, osteopaths, podiatrists, optometrists, chiropractors, religious healing practitioners) (ID, OR, WA)
- Professional school personnel (including, but, not necessarily limited to teachers, counselors, administrators, child care facility personnel, and school nurses) (ID, OR, WA)
- Licensed or certified provider of day care, foster care, or an employee thereof (ID, OR, WA)
- Employee of Department of Social and Health Services or related agencies (state, county, community) (WA); Department of Human Resources or related agencies (state, county, community) (OR); Department of Health & Welfare or related agencies (state, county, community) (ID)
- Law enforcement/peace officer (ID, OR, WA)
- Social services counselor (WA)
- Licensed clinical social worker (OR)
- Coroner, medical examiner, and licensed pathologist (WA)
- Registered pharmacist (WA)
- Juvenile probation officer (WA)
- Department of Corrections employee (WA)
- Any adult who resides with a child suspected to have been abused (WA)
- Optometrist (OR)
- Chiropractor (OR)
- Psychologist (OR)
- Clergyman (OR)
- Attorney (OR)
- Emergency medical technician (EMT) (OR)
- Naturopathic physician (OR)
- Firefighter (OR)
- Licensed professional counselor (OR)
- Licensed marriage and family therapist (OR)
- Court appointed special advocate (OR; ORS 412A.004).

According to the laws in the states of Washington, Oregon, and Idaho, reports of child abuse shall be made orally by telephone or otherwise to the local office of Child Protective Services (CPS) or to a law enforcement agency (i.e., local police department, county sheriff, county juvenile department, or state police). If the local CPS telephone number isn't known or can't be found in the local telephone book, the following telephone numbers are provided based on information supplied by each state.

For IDAHO, call the 24-hour phone number for the appropriate region or the toll free 24-hour phone number, 1-800-926-2588:

Region 1, Coeur d'Alene, 208-769-1515 (includes Benewah, Shoshone, Kootenai, Bonner, and Boundary counties).

Region 2, Lewiston, 877-799-4360 (includes Latah, Nez Perce, Lewis, Clearwater, and Idaho counties).

For OREGON, call the 24-hour phone number for the appropriate region or the toll free 24-hour phone number, 1-855-503-SAFE (7233):

Umatilla County: 1-800-547-3897 includes Adams, Athena, Hermiston), Milton-Freewater, Pendleton, Pilot Rock, Stanfield, Umatilla, Weston (Monday through Friday 8am to 5pm)

Morrow County: 1-800-547-3897; includes Boardman, Heppner, Irrigon (Monday through Friday 8am to 5pm)

Union County: 1-541-963-8571; includes Cove, Joseph, LaGrande, Union, Wallowa. (Monday through Friday 8am to 5pm)

For WASHINGTON, call the toll free 24-hour phone number: **1-866-ENDHARM** (1-866-363-4276).

Ordained clergy, psychiatrists, psychologists, and attorneys are NOT REQUIRED to report information communicated to them by a person if it is privileged communication as defined by law (e.g., ORS 40.225 – 40.295). If a report is made, the only people who can legally refuse to respond to inquiries about specifics, based on privileged communication, are ordained clergy. This is one reason why such matters are to be referred to ordained clergy, participating during the weekend, as soon as possible.

The penalty in Oregon for mandated reporters who fail to report a case of suspected child abuse (ORS 419B.035) is a fine not exceeding \$1,000. The penalty in Washington for mandated reporters who fail to report a case of suspected child abuse is to be charged with a gross misdemeanor (RCW 26.44.080). Idaho has a similar penalty for mandated reporters who fail to report a case of suspected child abuse.

Journey With Christ Board of Directors believes pastors are ethically called to report. It is believed that by maintaining the secret of injury, abuse, or neglect, the situation may continue, and/or get worse. We believe that only in the naming of the injury, abuse, or neglect can it be stopped and both the abused and the abuser find healing.

Those who participate, in good faith, in the reporting of child abuse and who have reasonable grounds for making such reports, are granted immunity from any liability, civil or criminal, that might otherwise be incurred or imposed in Idaho, Oregon, and Washington.

The Journey With Christ Board of Directors has taken every precaution to ensure the protection of those under age 18 who are candidates and workers. In addition to other protective measures (e.g., enforcing cloistered weekends and establishing ground rules for weekend behavior), those who are 18 years of age or older, and plan to work on a Journey weekend, will be required to complete the Adult Screening Questionnaire & Covenant and will be subject to a background check as described in and at the interval defined in Appendix A: *Adult Screening Policy and Procedures*.

All candidates and workers should treat whatever is discussed during the weekend confidentially. Although the sharing may well be a cause for rejoicing because it may be the beginning or continuation of a healing process, how we react is critical and confidentiality must be maintained.

Prior to every Journey weekend, the Spiritual Director, the Spiritual Team, and the Lay Director shall agree upon the handling of such a report should it become necessary. Appropriate information about such reporting shall be reviewed with the Team not later than during the Team Commissioning Service on Thursday evening. We recommend that what the team is told be guided as follows:

1. Bring any cases of suspected child abuse to the attention of the specified ordained clergy as soon as possible.
 - Respect the privacy of all individuals.
 - Don't press for details.
 - Don't ask leading questions.
 - Don't display horror, shock, or disapproval of parents, the individual, or the situation.
 - Don't place blame or make judgments about the parent or individual.
 - Believe the individual if he/she reports abuse.
 - Maintain confidentiality of what has been shared by all individuals; don't share the information with others (not other team workers or those who don't participate in the event).

2. Remember the basics about the sharing of personal information.
 - Individuals shall be allowed to share without interruption by others.
 - Individuals shall be allowed to share without unsolicited comments from others.
 - Whatever is shared should be treated as confidential information.
 - What is shared between two or more people should stay with those individuals, and, is NOT to be shared with others without the express permission of the person who spoke.
 - You may offer appropriate reassurance and comfort. It is IMPORTANT that the individual continue to feel it is OK to share and that your love and acceptance as well as God's do not go away because of what is being shared.
 - You may take the person aside after the sharing time, only if they wish to do so, but, always within sight of others.

- Talk more only if the individual wants to share more.
- Remind the person that you are always available to talk with and that you care about him/her.

If you suspect that child abuse may be involved,

- 1) Explain that you feel unable to provide the help you think is needed.
- 2) Tell the person that you feel the need to involve one of the ordained clergy members of the spiritual team because they are usually trained to deal more completely with such situations.
- 3) Consider the best interests of the individual and be sure to ask which ordained clergy member of the spiritual team he/she would feel most comfortable talking with.
- 4) Offer to go with them to talk with the spiritual team member.

References:

“A Parent’s Guide to Child Protective Services,” Idaho Department of Health & Welfare, Boise, ID, IDHW-0308, 11/99

“Protecting the Abused and Neglected Child,” Washington State Department of Social & Health Services, Olympia, WA, DSHS 22-163(Rev 7/15)

“What You Can Do About Child Abuse,” Oregon Department of Human Resources, Salem, OR, PAM 9061, 1/2009