



## 1. Create Guidelines or Policies for Child Protection

See examples on synod website. [www.swmnelca.org](http://www.swmnelca.org)

## 2. Create a Screening Process for Volunteers and Staff

Screening processes will vary by congregation or ministry. Background checks will most likely be a part of that process. We recommend you perform the following searches:

- multi-state or national criminal search
- national sex offender search
- Social Security number validation
- name and address history
- alias search
- County Courthouse Criminal Search

If staff or volunteers are driving minors, a Motor Vehicle Registry record check is advised.

Include an application and interview in your screening process.

Recommended background check companies are listed in the recommended background check companies document which also provides education and training options. The companies will advise you through ministering to people whose background checks reveal history which limits their service in your congregation or organization. Use them as a resource.