

Conference Policy 160.2.0

160.2.0 Required Background Checks

160.2.1 Any adult who has volunteered to work with children, youth, or vulnerable adults, and who is serving on behalf of the Wisconsin Annual Conference beyond the local church where their membership or constituency is held, is required to unconditionally agree to a federal background check prior to beginning their service. There are no exceptions to this requirement.

160.2.2 Definitions

- a. an *adult* is anyone who is over age 18, or who is at least 18 but is no longer a high school student.
- b. *children and youth* are those persons who are under age 18, or are no more than 18 but are still in high school.
- c. a *vulnerable adult* is anyone who is 18 years of age or older who either is a developmentally disabled person or has infirmities of aging, mental illness, or other like incapacities and who is either: (1) substantially mentally incapable of providing for his or her needs for food, shelter, clothing, or personal or health care; or (2) unable to report cruel maltreatment without assistance – as defined in Wisconsin States. 940.285 (1) (e).

160.2.3 These policies and procedures shall serve as minimum standards for all Conference and District sponsored events. Conference boards and agencies may develop procedures specifically related to events sponsored by that entity, so long as they contain provisions to meet all the procedures outlined below.

160.2.4 All qualifying background checks must include:

- a. Social Security number verification
- b. National criminal background check
- c. National sex offender registry check

160.2.5 If an adult will be providing transportation on behalf of the Wisconsin Annual Conference, a qualifying background check must also include a driving record.

160.2.6 Background checks are valid for two years, then must be updated.

160.2.7 The Conference board or agency that is overseeing the staff/volunteer will incur the cost for the background check.

160.2.8 Background check results will be reviewed by the conference staff liaison to the appropriate board/agency. When background check results include an infraction, the final determination of whether to approve/disqualify a volunteer rests with the Director of Connectional Ministries.