

Allegation Assessment Protocol

Policy No. 360

Policy Statement: This protocol will be followed by the Archdiocese regarding allegations of abuse by its clergy, employees or volunteers.

Intent of Policy: To ensure that all allegations of abuse are thoroughly investigated and appropriately dealt with according to civil and canon law.

- Procedure:**
- a) Refer an allegation of abuse to the Chancellor.
 - b) The Chancellor will contact the Archbishop's Delegate or Deputy Delegate.
 - c) The Archbishop's Delegate or Deputy Delegate, respecting all Government legislation and regulations, will immediately conduct a preliminary assessment of the allegation by:
 - Gathering the facts and circumstances to assess the credibility of the alleged offence
 - Notifying the alleged perpetrator of the allegation
 - Contacting the Chancellor if the Archbishop's Delegate or Deputy Delegate determines that the allegation is credible
 - d) If the Chancellor and the Archbishop's Delegate or Deputy Delegate determine that the allegation of abuse can be supported based on a balance of probabilities, the Chancellor will:

ADULTS

- Immediately take any and all steps to prevent further abuse
- Immediately inform the Archbishop, the Abuse Protection Advisory Committee, Archdiocesan legal counsel and the Archdiocesan insurer
- Immediately meet with and notify the alleged perpetrator that:

Employee

- discipline and/or termination will be assessed

Volunteer

- he/she is suspended from ministry

CLERGY

- his canonical faculties are suspended, he is relieved of all his duties and any public ministry

- If the adult was abused as a child, there is no obligation to report the matter under the *Child, Youth and Family Enhancement Act*, since the individual is no longer in need of protective services. The complainant will be informed of the option to contact the law enforcement authorities.

CHILDREN AND VULNERABLE PERSONS

- Immediately take any and all steps to prevent further abuse
- Immediately inform the Child and Family Services Authority or the Protection for Persons in Care Office if this has not already been done
- Immediately inform the Archbishop, the Abuse Protection Advisory Committee, Archdiocesan legal counsel and the Archdiocesan insurer
- Immediately meet with and notify the alleged perpetrator that:

Employee

- discipline and/or termination will be assessed

Volunteer

- he/she is suspended from ministry

Clergy

- his canonical faculties are suspended and he is relieved of all his duties and any public ministry
- The case will be referred to the Congregation for the Doctrine of the Faith (SST, 30 April 2001).

- e) If the Chancellor and Archbishop's Delegate or Deputy Delegate determines that the allegation of abuse cannot be supported, the Chancellor will:
- Inform both the alleged victim and alleged perpetrator that the allegation has been investigated and no further steps will be taken.

Exception:

- a) If an allegation is made against a Religious, the Chancellor will refer it immediately to the competent Superior. The Superior, working with the Archdiocese, will either:
- Initiate the Religious Community's own Allegation Assessment Protocol or

- Utilize the Archdiocesan Allegation Assessment Protocol him or herself and/or with Archdiocesan personnel
- b) The seal of confession is inviolable regarding information received in the confessional (cc. 983; 984) despite the requirements of civil law, including the *Child, Youth and Family Enhancement Act*. The penitent is to be strongly encouraged to make disclosure outside of the confessional.

Also refer to Policies:

- No. 345 Non-Discrimination
- No. 347 Progressive Discipline
- No. 349 Termination of Employment (Culpable)
- No. 353 Workplace Violence