

CLERGY/RELIGIOUS With Declarations from OVERSEAS

This form should be completed by all visiting Clergy / Religious from other Dioceses from **overseas** PRIOR to providing religious services within the Catholic Archdiocese of Adelaide. The completed form should be forwarded to:

Safeguarding Operations caasava@adelaide.catholic.org.au

OR

via mail to **Safeguarding Operations, Catholic Diocesan Centre, GPO Box 1364 Adelaide SA 5001**

Clergy/Religious Individual Details			
Full Legal Name	Surname:		Given Names:
Religious Name & Title			
Date of Birth			
Mobile Number		Email Address	
Street Address			
Church Authority Details			
Current Diocese or Religious Congregation			
Church Authority – Name of Bishop/Vicar General/Provincial			Email Address
Details of Visit or Appointment			
Date(s) of Visit or Appointment Date	From:	To:	
Reason for Visit	Ministry Location:	Date:	
(Please tick)			
<input type="checkbox"/> Appointment/Transfer			
<input type="checkbox"/> Concelebrating Mass			
<input type="checkbox"/> Baptism			
<input type="checkbox"/> Marriage			
<input type="checkbox"/> Confirmation			
<input type="checkbox"/> Funeral			
<input type="checkbox"/> Other (Please specify)			
Confirmation of Good Standing			
<input type="checkbox"/> Safeguarding Statements Form (Please attach)			
<input type="checkbox"/> Safeguarding Declaration and Disclosure Form (To be used if there are disclosures to be made)			
Police Certificate (only required if visitation is more than 30 days)		SA Working with Children Check (mandatory)	
Country of issue (Document to be attached)		WWCC Number	
Date of issue (Must be less than 6 months from the date of issue)		WWCC Expiry Date	
Itinerary of visit (only required if visitation is less than 7 days)			
Itinerary (Must be attached)			

Please note: All appointments will require a SA Working with Children Check to be undertaken. Any visitation exceeding 7 days will require a SA Working with Children Check. Safeguarding Operations for the Archdiocese of Adelaide will be able to assist with the provision of information relating to this.

FOR SCREENING AND AUTHORITY **OFFICE USE ONLY**

Declarations	<p><i>Result of Check (tick one)</i></p> <p><input type="checkbox"/> Safeguarding Statement Form</p> <p><input type="checkbox"/> Individual Safeguarding Declaration and Disclosure Form</p>
Itinerary	<p><input type="checkbox"/> Received</p>
Police Certificate	<p><input type="checkbox"/> Not Required (visit under 30 consecutive days)</p> <p><input type="checkbox"/> Sighted & verified current check issued overseas</p> <p><input type="checkbox"/> Verified additional SA WWCC</p> <p>WWCC number</p> <p>WWCC Expiry Date</p>
Approval notification forwarded to Archbishop's office	Date:
Notification to Integrity and Standards	Date:
SYSTEM UPDATES	
Update Master Sheet	Date:
Update CDES	Date:
Update Greentree	Date: