

Screening and Training Chart	Ministry / Function	Application/Interview process	Reference check	Public records check: Criminal	Public records check: Sex Offender	Public records check: DMV	Public records check: Credit	Track 1	Track 2	Track 3
Staff & Contracted Ministers (not covered below)	Clergy	Yes	Yes	Yes	Yes	Yes	Yes			X
	Lay Employees with Supervisory responsibilities	Yes	Yes	Yes	Yes	Yes	Yes			X
	Lay Employees without Supervisory responsibilities	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
	Occasional and contracted employees with Supervisory responsibilities	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Occasional and contracted employees without Supervisory responsibilities	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
	Volunteer staff with Supervisory responsibilities	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Volunteer staff without Supervisory responsibilities	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money	X		
Program Directors/Supervisors										
	Child/Youth Choir Director	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Choir Director	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Commissioned Ministry Teams	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Director of Religious Education	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Camp Director	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Acolyte Director	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Altar Guild Director	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
	Youth Minister	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
Program Participants (non-supervisory)										
	Acolyte Mentor			Yes	Yes	Yes, if driving			X	
	Choir members							X		
	Choir parents					Yes, if driving			X	
	Church School Teacher	Yes	Yes	Yes	Yes	Yes, if driving			X	
	Church member							X		
	Counselor in Training	Yes	Yes	Yes, if over 18	Yes, if over 18				X	
	Eucharistic Minister	Yes	Suggested					X		
	Nursery Worker - unpaid	Yes	Yes	Yes, if over 18	Yes, if over 18				X	
	Parish Nurse	Yes	Yes	Yes	Yes	Yes, if driving			X	
	Teenage assistants							X		
	Musicians who work with youth			Yes, if alone with youth	Yes, if alone with youth	Yes, if driving			X	
	Camp Counselor	Yes	Yes	Yes, if over 18	Yes, if over 18		Yes, if handling money		X	
	Confirmation mentors	Yes	Yes	Yes	Yes	Yes, if driving			X	
	Lay Chaplains	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
	Pastoral Care Teams	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
	Youth Group Leaders	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
Drivers	Drivers					Yes			X	
Governance	Church Elected (Diocesan Convention, Deanery Reps)	Suggested					Yes, if handling money	X		
	Treasurer	Yes	Yes	Yes	Yes	Yes	Yes			X
	Vestry	Yes	Yes	Suggested	Suggested	Suggested	Yes, if handling money		X	
	Wardens	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money			X
Key Access	Altar Guild	Suggested						X		
	Building Hosts	Suggested		Suggested	Suggested				X	
Home Visitors	Eucharistic Visitors	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
	Home Visitors	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	
	Stephen Ministers	Yes	Yes	Yes	Yes	Yes, if driving	Yes, if handling money		X	