



ARCHDIOCESE OF BALTIMORE  
 OFFICE OF CHILD AND YOUTH PROTECTION  
**REFERENCE CHECK FOR VOLUNTEERS**

**Written Reference**

\_\_\_\_\_ has applied to serve as a volunteer at **Saint Joseph Catholic Community**.

The Archdiocese of Baltimore and **Saint Joseph Catholic Community** have a strong commitment to supporting healthy ministry to children and youth. For this reason it is our policy to ask certain questions of all applicants for employment and volunteer work, and of the people whose names are provided as reference. Please check the appropriate response to the following questions.

1. To your knowledge, has the applicant ever been accused of, charged with, or convicted of child abuse? Yes  No
2. To your knowledge, has the applicant ever been terminated from any volunteer service or employment due to suspected child abuse?  Yes  No
3. Are you aware of any reason why the applicant should not be placed in a position where he/she will be working with children and youth?  Yes  No
4. To your knowledge, is there any reason why applicant should not serve as a volunteer at (name of parish/school).  Yes  No

If yes, please explain:

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This reference must be signed and dated.

Name (signed)	Relationship to Volunteer	Date
Reference Full Name (printed): _____		
Email address: _____		
Phone #: _____		
Address: _____ City: _____ State: _____ Zip: _____		
Relationship: _____		
Number of Years Known: _____		

**PLEASE RETURN THIS FORM TO:** **Saint Joseph Catholic Community**  
**VIRTUS Screening Coordinator**  
**sjccvirtus@saintjoseph.cc**

\*\*Please scan using a flatbed scanner or a scanning app on a smartphone and then email to the Screening Coordinator or give to your ministry leader. Please do **not** take a picture to prevent printing issues. Email if you have questions.