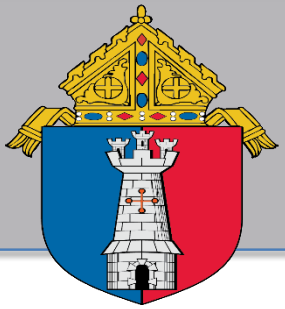


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# Protecting Youth & Vulnerable Adults and Those Who Serve Them

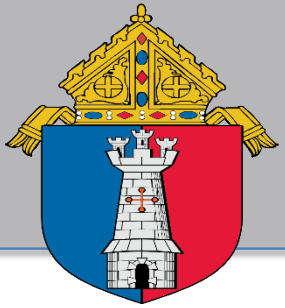
A workshop for ALL who  
Minister to Youth & Vulnerable Adults  
in the  
Diocese of Toledo



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# Workshop Objectives

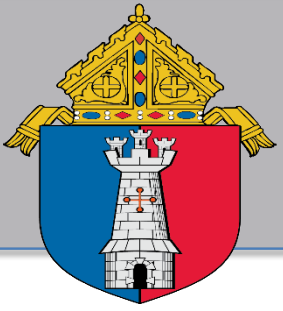
Assist Church personnel in becoming more aware of the types and characteristics of abuse to children and vulnerable adults and their legal and moral duty to report it



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# Workshop Objectives

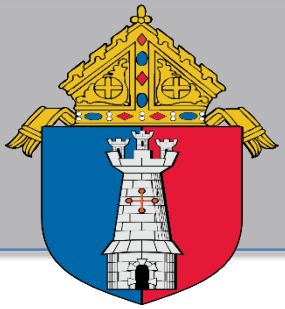
Assist Church personnel in identifying  
types and characteristics of  
child/vulnerable adult  
abuse Offenders



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# Workshop Objectives

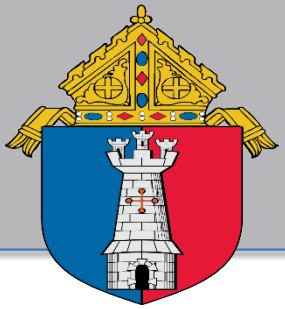
Provide an overview of Diocesan policies regarding the expected standards of conduct of persons representing the Church in working with youth.



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# Workshop Objectives

Provide guidelines which protect vulnerable adults and those who serve them.

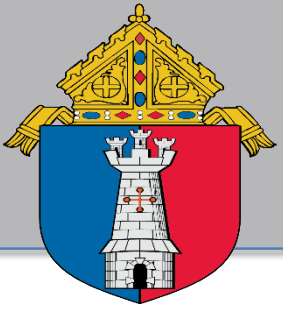


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# Vulnerable Adult

## DEFINITION

An individual who is eighteen (18) years of age or older who by disability or circumstance is at risk of being abused. Vulnerability may be a temporary or permanent condition.

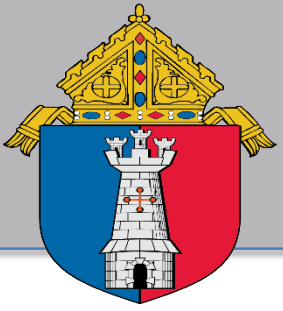


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# Recognizing Child/Vulnerable Adults Abuse

## 5 General Areas

- Physical Abuse
- Emotional Abuse
- Sexual Abuse
- Neglect
- Financial Exploitation

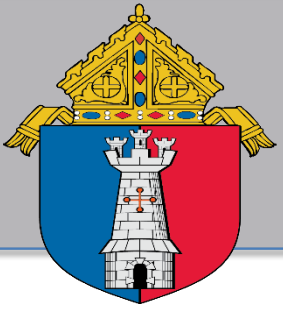


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# Indicators of Abuse

- Physical
- Behavioral
- Environmental



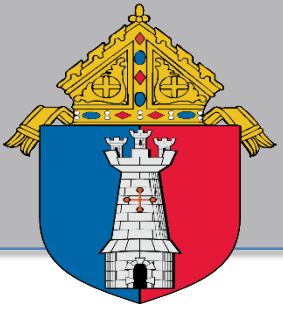


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# Physical Abuse

## DEFINITION

Evidence of PHYSICAL or MENTAL injury to a child or vulnerable adult that, regardless of perpetrator or motive, is excessive under the circumstances and creates substantial risk of serious physical harm.

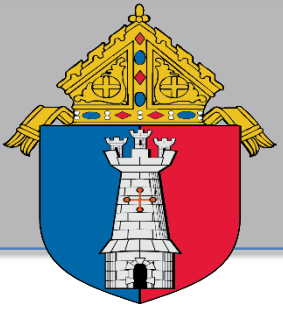


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# Physical Abuse

## PHYSICAL INDICATORS

- Bruises - cluster or multiple at different stages of healing
- Patterned injuries like loop marks, finger or pinch marks, bites
- Burns - unusual locations (soles of feet, palms, etc.); immersion or imprint burns

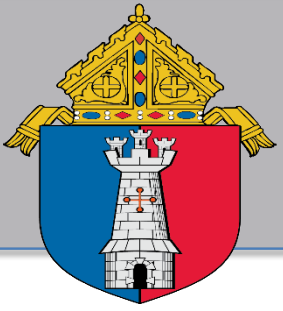


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# Physical Abuse

## Behavioral Indicators

- Extreme behaviors –overly submissive or rebellious
- Sudden change in moods or behaviors
- Irrational fears
- Self-abusive behavior
- Aggressive or regressive behavior
- Suicidal thoughts or attempts
- Avoidance of undressing
- **Children:** excessive absences, sudden drop in grades
- **Vulnerable Adults:** withdrawal from normal activities; sudden change in cognitive ability or confusion

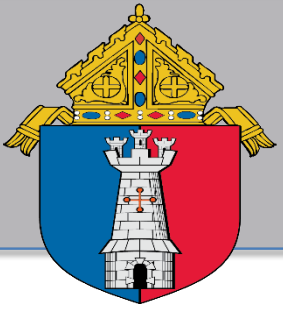


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# Physical Abuse

## Environment Indicators

- Social isolation
- Inexperienced parents/poor parenting skills
- History of abuse/neglect in extended families
- Previous abuse of children
- Mental illness/substance abuse in family
- Poor family support/relationships
- Caregiver stress

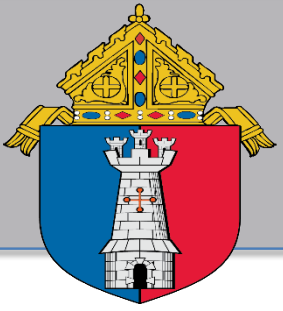


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# Emotional Abuse

## DEFINITION

- Chronic attitude or acts which result in significant, verifiable psychological damage or impairment of the normal social/emotional development of a child, or the emotional health of a vulnerable adult.
- Common behaviors usually exhibited by offender:  
Rejecting, Insulting, Threatening, Intimidating,  
Terrorizing, Ignoring, Isolating, Exploiting/Corrupting

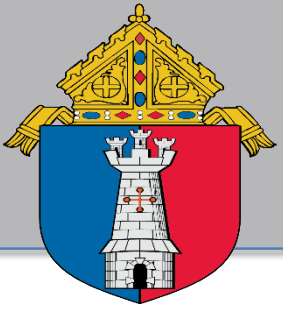


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# Emotional Abuse

## Physical Indicators

- Eating disorders
- Developmental delays
- Anxiety disorders
- Self-abusive behaviors
- Depression

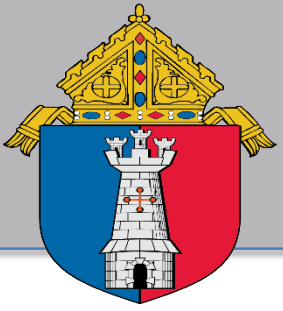


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# Emotional Abuse

## Behavioral Indicators

- Habit disorders, i.e. biting, rocking, head banging, etc.
- Poor self-esteem
- Withdrawal
- Depression/mental illness/terminal illness
- Suicidal thoughts or attempts
- Behavioral extremes, i.e. overly aggressive or compliant
- Psychosomatic complaints
- Isolation from community
- Loss of faith in God



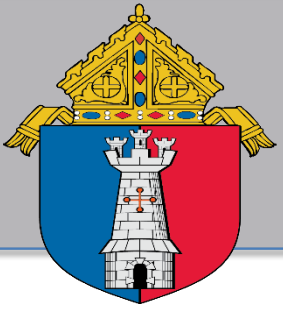
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# Sexual Abuse

## DEFINITION

- Any activity of a sexual nature involving a child or vulnerable adult for the gratification of the perpetrator or a third party.
- Sexual activity is not only sexual acts and may not involve touch, such as coerced nudity or the use of pornographic material.

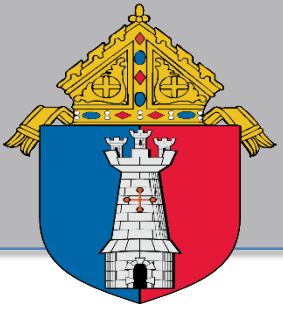




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## National Scope of the Problem

- 4.5 million kids are targets of physical sexual misconduct
- Only about 10% of sexual exploitation ever gets reported.

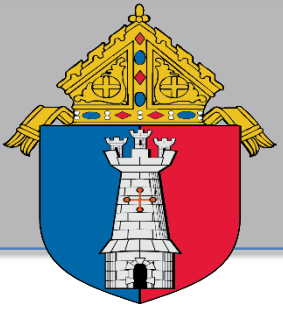


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# Sexual Abuse

## Behavioral Indicators

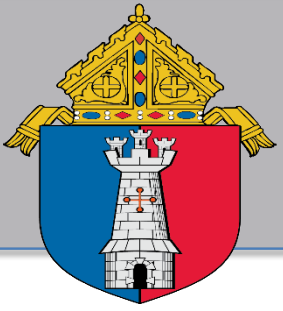
- Extreme behaviors –overly aggressive or submissive
- Sudden change in moods or behaviors
- Self-abusive behavior
- Suicidal thoughts or attempts
- Promiscuity/sexual behavior
- Avoidance of undressing
- Sexual behavior inappropriate for age of child
- Difficulty walking, sitting
- Preoccupation with sexual matters



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# Sexual Offender

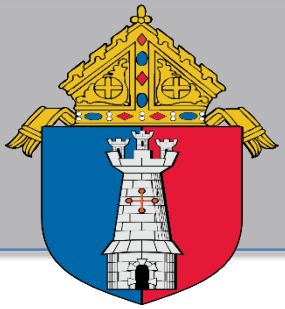
- No typical profile
- Predominantly male
- 90% of sexual predators are a familiar person
- Does not appear dangerous to child or vulnerable adult
- Sees the victim as a partner more than a target
- Most likely has been sexually abused themselves
- Usually very specific in type of victim they want to target



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# Sexual Offender

- Targets lonely and misunderstood children/vulnerable adults, and those most unlikely able to make a credible report
- Use “healthy touch” to build trust
- Acquires victims by seduction, gifts, affection
- Use internet because of lower risk for predator
- Sees the victim as a partner more than a target
- Most likely has been sexually abused themselves
- Usually very specific in type of victim they want to target



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# Sheriff Website

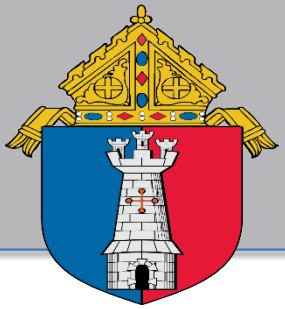
## eSORN

Electronic Sex Offender Registration & Notification

<http://www.esorn.ag.state.oh.us/Secured/p5.aspx>

Sheriff Name/Phone Number/Web Site/eSorn/County

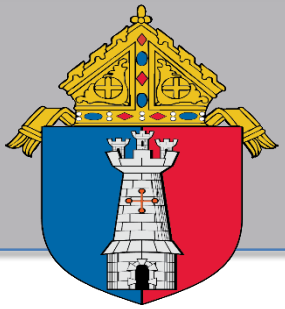
Click on “view” in your county  
under eSORN for local search



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# Sexual Abuse of Minors

The sexual abuse of minors by any church personnel is evil and criminal, and will never be tolerated. It is a breach of trust with the most vulnerable and a breach of trust with the Church whom they are called to represent.

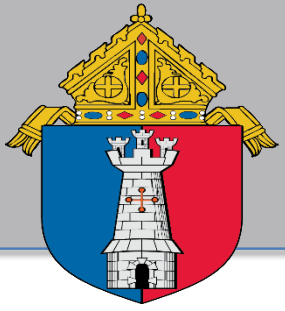


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# Neglect

## DEFINITION

Neglect or refusal by a parent/guardian/caregiver to provide a child or vulnerable adult with proper or necessary subsistence, education, medical or surgical care or care necessary for his/her health, safety or well-being.

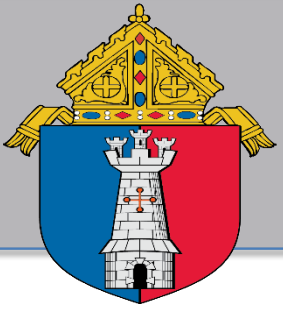


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# Neglect

Neglect is the most common form  
of  
abuse of vulnerable adults



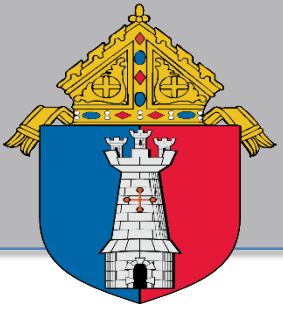


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# Neglect

## Physical Indicators

- Chronically unclean or poor hygiene
- Unsuitable clothing – missing items of clothing
- Untreated illness or injury
- Bedsores
- Excessive sunburn, colds, insect bites, etc.
- Height and/or weight significantly below age level
- Lack of supervision, adequate nutrition or safe, warm, sanitary shelter
- Lack of assisted living aids, such as wheelchair or walker

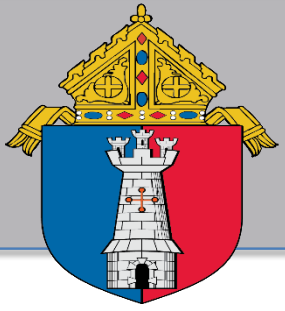


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# Neglect

## Behavioral Indicators

- Unusual school attendance or absences
- Chronic hunger or fatigue
- Begging or collecting food
- Assuming adult roles
- Dull, apathetic appearance
- Social Isolation

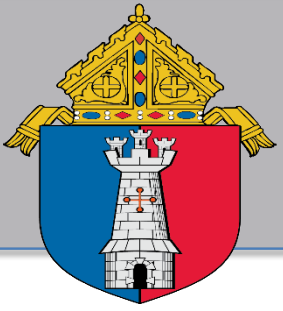


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# Financial Exploitation

## DEFINITION

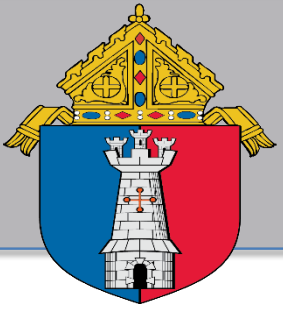
Improper use of  
vulnerable adult's  
funds property or assets



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# Financial Exploitation

- Financial Exploitation is another form of abuse relevant to vulnerable adults
- Although 500,000 allegations of abuse to vulnerable adults are reported each year, this is believed to represent only 1 out of 25 actual cases.

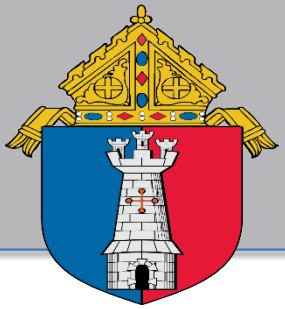


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# Financial Exploitation

## Behavioral Indicators

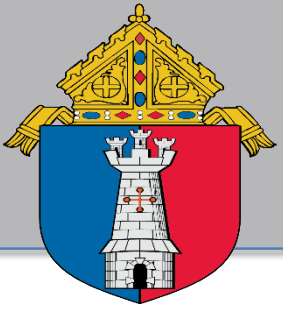
- Cashing an adult's check without authorization or permission
- Forging a signature
- Misusing or stealing money or possessions
- Coercing or deceiving someone into signing a document, e.g. contract or will
- Improper use of guardianship or power of attorney



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# Reporting Abuse

Church personal shall review and know the contents of the child abuse regulations and reporting requirements for the State of Ohio found in *ORC* §2151.421 and are to follow those mandates.

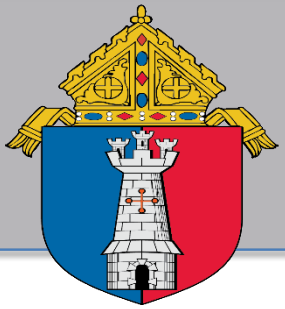


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# Reporting Abuse

## LEGAL REQUIREMENT

“No official who knows or has reasonable cause to suspect that a child under age eighteen (or mentally retarded, developmentally disabled or physically impaired child under age 21) has suffered or faces a threat of suffering any physical or mental wound, injury, disability or condition of a nature that reasonably indicates abuse or neglect of the child, shall fail to report it.”

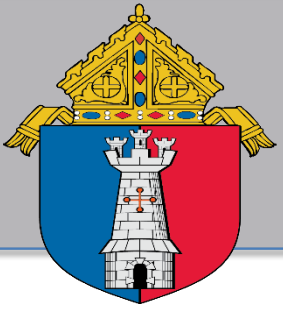


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## Who Should Report?

- Officials include school teachers, school employees, psychologists, social workers, nursing personnel, speech therapists, persons rendering spiritual treatment and clerics and church designated officials (outside the priest-penitent relationship)
- Ethical Reporters: All nonprofessional employees & volunteers

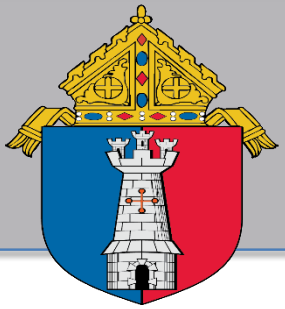




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# Legal Requirements

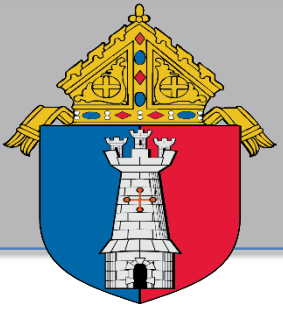
- Must be acting in official or professional capacity for requirement to take effect
- Must report to child/adult protective services or local police. Diocese requires this report be done in conjunction with your local superior, (e.g., principal, pastor, or pastoral leader)
- Immunity from civil or criminal liability for good faith reporting
- Potentially liable for not reporting
- Report is confidential



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## Reporting Abuse

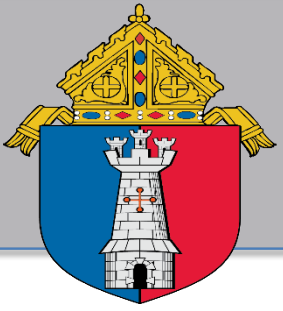
Church personnel in the Diocese of Toledo who have reason to suspect child abuse have a civil and moral duty to report the suspected abuse by following the mandated procedure detailed in the *Policy for the Protection of Minors and Young People*, which includes the requirement of notifying the appropriate civil agency and contacting the Office for Child and Youth Protection and Victim Assistance.



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# Response When Allegations Involve A Current Minor or Vulnerable Adult

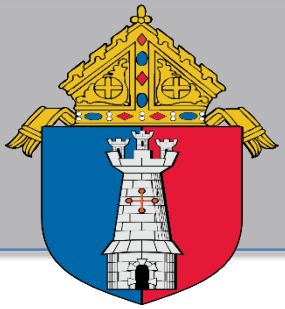
- Report to Child Protective Services or Adult Protective Services
- Possible Investigative Process by CPS or APS
- Report to Diocesan VAC if situation involves employee or volunteer
- Employee Placed on Admin. Leave pending investigation
- Volunteers Dismissed
- Confidentiality in strict compliance with Ohio Law



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# Response to Adult Abused as a Child

- Complaint filed with Diocesan VAC
- Diocesan Investigator Dispatched
- Diocesan Review Board
- Recommendations to Bishop
- Pastoral Response Where Appropriate
- Information Disclosed to Prosecutors Office of County Abuse Took Place



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# Diocesan Expectation

## REPORT ANY SUSPECTED CHILD/VULNERABLE ADULT ABUSE

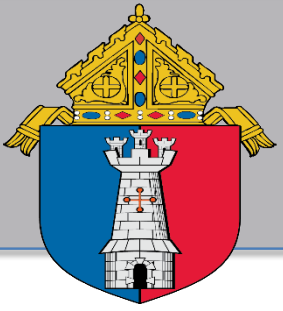
Make reports involving an employee or volunteer to  
Frank DiLallo Diocesan Victim Assistance Coordinator:

419-244-6711 ext. 4880

419-243-2150 (private line) or

1-800-926-8277 ext. 4880 (Ohio Only)

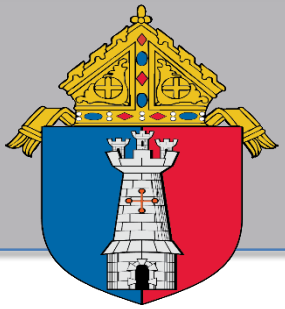
Also notify your supervisor.



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# Reporting Misconduct

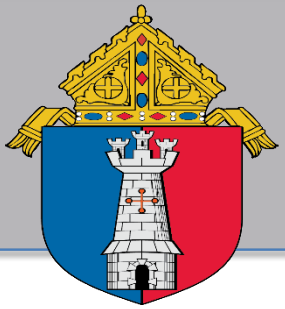
- Church personnel have a duty to report both their own ethical or professional misconduct and the ethical or professional misconduct of others.
- Church personnel are to hold each other accountable for maintaining the highest ethical and professional standards.



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# Reporting Misconduct

As a general rule, any conduct of concern should be brought by Church personnel to the attention of his or her supervisor or other appropriate Church authorities.

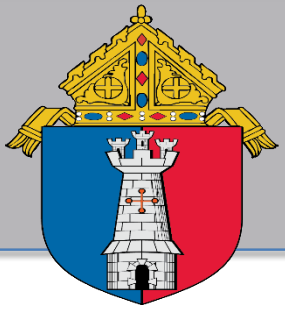


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# Standards of Behavior and Boundaries

Go to: <https://toledodiocese.org/> under Department tab, Diocesan Pastoral Services, Protecting Youth/Victim Assistance, to read the entire Policy for the Protection of Minors and Young People With accompanying Standards of Behavior and Boundaries and Guidelines for the Prevention of Abuse of Vulnerable Adults.



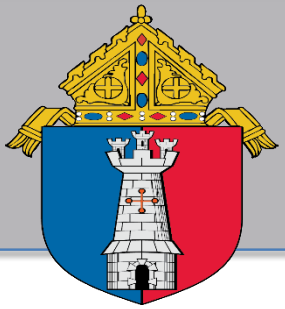


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# Standards of Behavior and Boundaries

Responsibility for adherence to these  
*Standards of Behavior*  
rests with the individual.

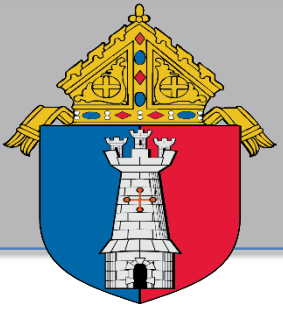
Church personnel who fail to observe or  
disregard these *Standards* will be subject to  
remedial or disciplinary action  
by the Diocese.



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# Standards of Behavior and Boundaries

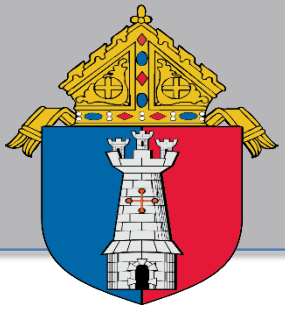
Always and everywhere provide an environment where the words and actions of clergy, employees, educators and volunteers reflect the values and norms set forth by Jesus Christ and modeled by him in the Gospel.



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## Standards of Behavior and Boundaries

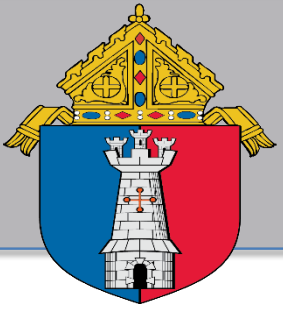
- Church personnel must not, for sexual gain or intimacy, exploit the trust placed in them by those entrusted to their care and the faith community.
- For purposes of this policy, a minor cannot consent to sexual contact or sexual behavior with an adult.



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# Pornography

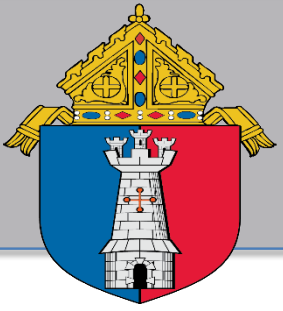
Possession of any pornographic images or other sexually oriented material related to or of an adult or minor on church property is strictly prohibited.



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# Criminal Background

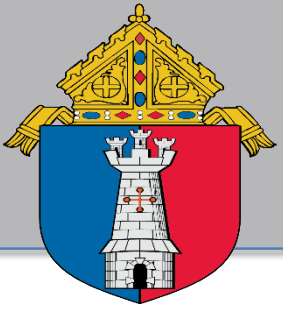
The Diocese strictly prohibits anyone from interacting with minors on behalf of the Diocese who has a civil or criminal record that includes a disqualifying offense according to the Ohio Department of Education's current *Standards for Licensure and Employment of Individuals with Criminal Convictions* (Ohio Administrative Code Rule 3301-20-01).



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# Harassment

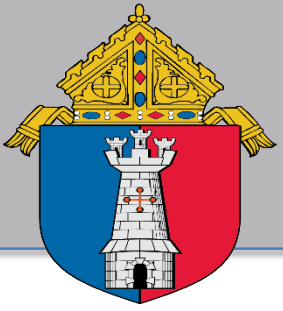
- Church personnel must not engage in physical, psychological, written, or verbal harassment of staff, volunteers, or parishioners and must not tolerate such harassment by other church personnel.
- The Diocese prohibits all such conduct, whether committed by supervisory or non-supervisory personnel, or by a third party (i.e., non-employee of the Diocese of Toledo).



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# Examples of Harassment

- Any derogatory jokes, comments or slurs;
- Any unwanted touching, assault, deliberate or intimidating action that interferes with free movement.
- Any unwelcome touching and/or demands for sexual favors, and also any unwelcome sexually oriented behavior, comments or visually derogatory or demeaning displays, written words, drawings, novelties or gestures which create a hostile or offensive environment.
- Harassment can be a single severe incident or a persistent pattern of behavior that creates a hostile, offensive, or intimidating work environment.
- Allegations of harassment are to be taken seriously and reported immediately to the individual's immediate supervisor, or other appropriate Church authorities.

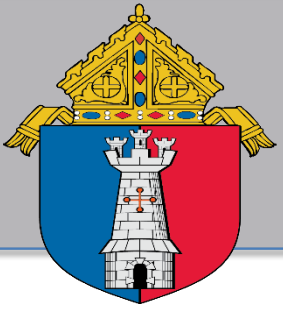


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## Conduct with Minors

- Church personnel working with minors shall maintain an appropriate and trustworthy relationship with both minors and adult supervisors.
- Church personnel can and should develop a healthy, adult rapport with minors. They must also be vigilant to avoid the type of contact with minors that could raise questions about the appropriateness of the contact, or which may cause a reasonable person to believe or perceive that the contact violates these standards.

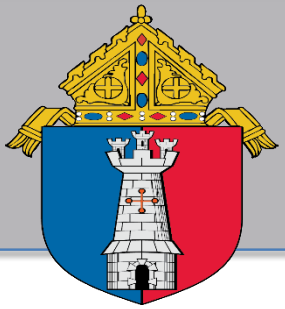




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# Conduct with Minors

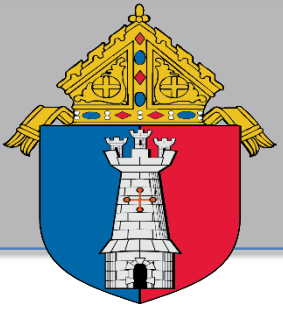
- Church personnel must not only refrain from inappropriate/improper contact with minors, but also refrain from engaging in any action that could give the appearance of inappropriate/improper contact.
- Church personnel must always exercise the highest degree of prudence in all of their interactions with minors.
- When church personnel are with minors, their parent(s) or guardian must always be explicitly informed of the minor's location and the purpose of the interaction.



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## Conduct with Minors

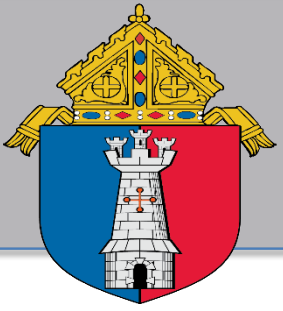
- Church personnel are not to have any unnatural or inappropriate emotional attachment to a minor and are to eschew any unnatural or inappropriate emotional attachment that a minor may have for them.
- Church personnel must always be aware of the "perceived power" of their role/position.
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# Conduct with Minors

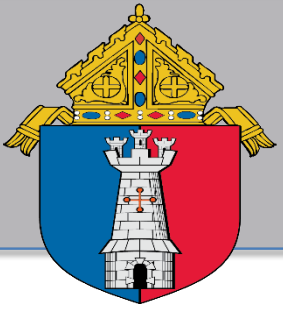
- Church personnel must always be aware of the "perceived power" of their role/position.
- Church personnel must be aware of their own and others' vulnerability when working alone with minors.
- Whenever possible, another adult should be present or nearby when church personnel are meeting with minors.
- Church personnel should avoid being alone with minors. Use a team approach.



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## Conduct with Minors

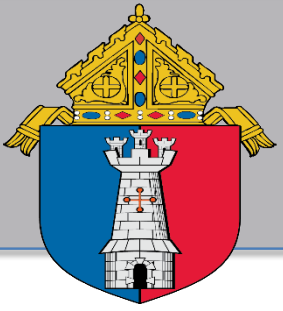
- Discussions of a sexual nature must be avoided and only occur to respond to a specific question posed by a minor. Any such discussion must use appropriate, professional, virtuous language. Slang or street words or phrases are not to be used.
- Topics that could not be comfortably discussed with parents or another adult in the presence of a minor should not be discussed with minors. Church personnel should not use foul, offensive, lewd or rough language in talking to minors.



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# Conduct with Minors

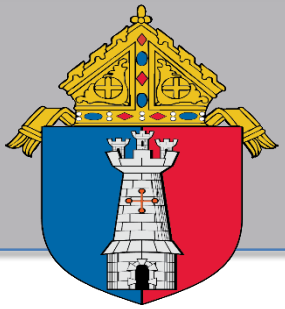
- Meetings with minors should occur only on diocesan property if at all possible, and only during normal business hours. Minors should only be allowed in professional or public areas of Church property.
- Minors should not be invited or taken into living quarters or private areas on church property or private homes. Church personnel should never have minors in their rooms or spend their days off with minors who are not related to them.
- At least two (2) adults who are not secondary school students must be present at games or sporting activities involving minors.



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# Conduct with Minors

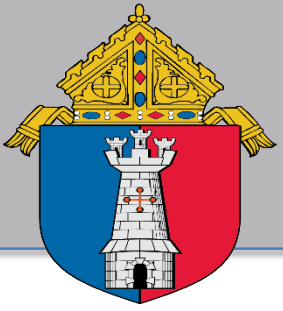
- Alcohol, tobacco, controlled substances or sexually explicit materials (i.e., pornography [adult or of minors], sexual paraphernalia, etc.) are never to be offered to, distributed to, or shared with minors by church personnel.
- Do not engage in physical discipline of minors. Discipline problems should be handled in coordination with the parent(s) or legal guardian of the child.
- Church personnel are not to be alone with a minor in a residence, sleeping facility, locker room, restroom, dressing facility or isolated area that is inappropriate or inconsistent with a ministry or professional relationship.



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## Conduct with Minors

- Youth groups are to have at least two (2) adult chaperones for any activity. The adults may not be secondary school students who have reached the age of 18. While on youth group trips, maintain a professional stature, socialize along with minors only when other adult chaperones are present.
- Individual church personnel are not to sleep in the same room alone with a minor, unless a parental/guardian relationship exists.

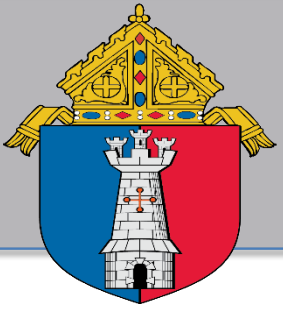


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# Conduct with Minors

- Never take photographs or video of minors while they are unclothed or dressing (e.g., in locker rooms or bathing facilities).
- Never use inappropriate, sexually explicit language or engage in any joking that includes sexual innuendo or double entendre.
- Physical contact with minors can be misconstrued and should occur (a) only when completely nonsexual and otherwise appropriate, and (b) never in private.
- Adults should not initiate physical contact with a minor.

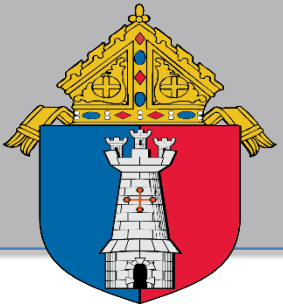




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# Electronic Communications

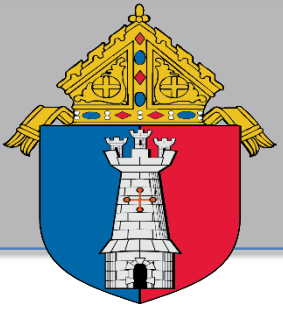
- Electronic communication with minors must respect the psychological, physical and behavioral boundaries of the young person and be appropriate to the ministerial and professional relationship.
- Messages should be short and to the point.
- Permission of the parent or guardian must ordinarily be obtained, in writing, in order to communicate with minors via any electronic means.



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# Electronic Communications

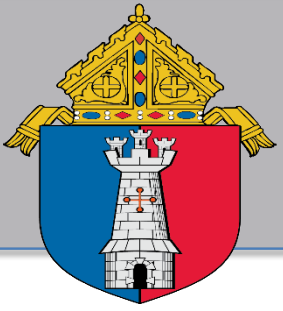
- To protect the privacy of youth, permission must also be obtained, in writing, from the parent or guardian before sharing/posting pictures or videos of minors with identifying information, as well as before sharing email, telephone numbers, or other contact information with other minors or adults who are part of the class, group, or organization.
- Church personnel should never consider electronic communication (i.e., emails, social networking sites, text messages, etc.) to be private or of a confidential nature.
- If a minor sends any church personnel an inappropriate message, the adult should not reply to it. The adult should print it and notify his or her immediate supervisor.



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# Electronic Communications

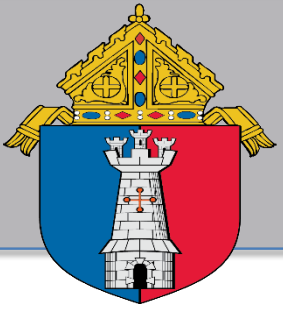
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- If a minor sends any church personnel an inappropriate message, the adult should not reply to it. The adult should print it and notify his or her immediate supervisor.
- Church personnel must set appropriate boundaries around the time when phone calls will be made or electronic communications will be sent.
- In order to maintain privacy of the email addresses of minors, Church personnel should use the blind carbon copy (BCC) feature when sending an email to more than one minor.



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# Electronic Communications

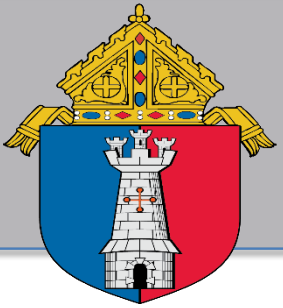
- Copy another responsible adult (parent, supervisor, athletic director or alternate youth ministry leader) when sending an electronic message to a minor.
- All electronic messages should be relevant to the ministerial/professional relationship the adult has with the minor with due consideration for the age of the minor.
- Church personnel should take time to review internet safety practices with minors in their classes, groups, organizations, etc., especially if they are utilizing web-based technology to enhance outreach to the minors with whom they work.



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# Electronic Communications

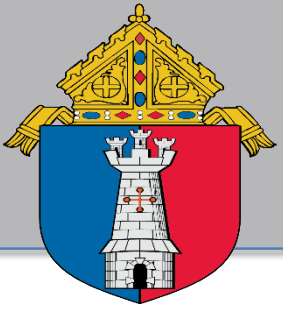
- Youth ministry, religious education programs, teachers and administrative staff in Catholic schools, should only communicate with minors through the use of parish or school-based email accounts and/or parish or school-sponsored websites, never through personal accounts or non-parish/school related websites. If this is not possible set up an email account separate from personal email.
- Church personnel may communicate with minors using video conferencing, as there are educational benefits to utilizing this technology appropriately.
- Another adult should supervise the interaction by either being present with the minor or the adult during the video conference.



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# Social Networking

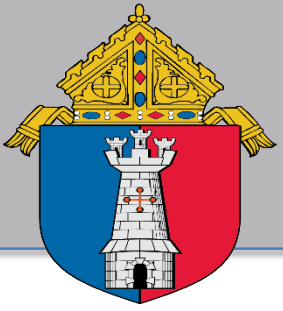
- The pastor, administrator or immediate supervisor must give permission for an employee or volunteer to establish a social networking account related to the parish, school or ecclesiastical organization.
- A supervisor or another adult leader must have access to the account so that there is more than one adult monitoring all activity posted to the site. The account must be monitored regularly by both adults for appropriate use. Inappropriate or hurtful postings must be removed and, if possible, addressed in an appropriate way with the individual who made the post.



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# Social Networking

- Church personnel who use social networking sites to communicate with minors about their ministry should create a separate account and/or group for this specific use whenever possible.
- Minors should not be given access to the private or personal postings of an adult. All interactions should reflect the ministerial/professional role of the adult.
- Church personnel who use social networking sites to communicate with minors about their ministry should create a separate account and/or group for this specific use whenever possible.

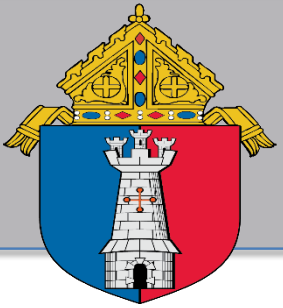


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# Social Networking

- Minors should not be given access to the private or personal postings of an adult. All interactions should reflect the ministerial/professional role of the adult.
- Precautions should be taken to guard the privacy of anyone who has access to the page. The highest privacy settings must be used.
- Adults should encourage minors who join the online community to set their privacy settings at the highest levels.
- Church personnel are not to interact with minors on social media sites where the content of the exchange cannot be monitored or recorded.

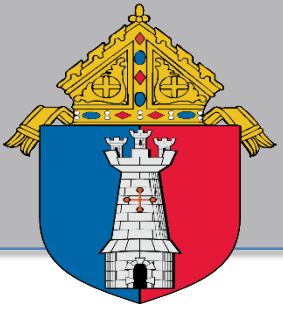




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## Blogs & Microblogs

- Those who wish to publish and utilize a blog for an educational or ministerial purpose must obtain the permission of their pastor, principal or supervisor and make content easily accessible.
- Blogs used for educational or ministerial purposes should be conducted in a professional manner and the content should reflect the purpose.
- The blog should be set up so that comments are not posted until they are reviewed and approved by the owner/administrator of the blog. This practice prevents inappropriate and hurtful comments from being posted.
- Personal blogs should not be shared with minors.



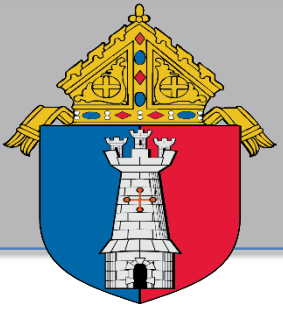
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# Websites

- Websites used to represent a parish, school, or other affiliated organization must be owned and managed by the church entity.
- Church personnel must obtain permission from the pastor, principal, or supervisor to set up a website that represents the parish, school, or other diocesan entity.
- Websites may be linked to other sites. It is recommended that all persons add this statement to any website created:

*Links to other sites provided on this site.*

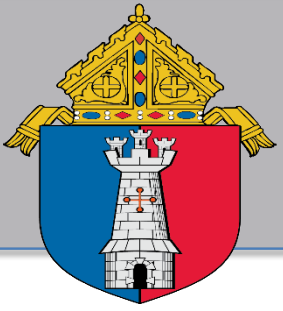
*These sites are provided for informational purposes only  
and are not necessarily sponsored by the parish or church organization.*



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## Online Gaming

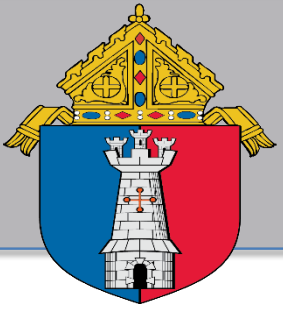
- Church personnel involved in ministry and service to youth are not their peers. For this reason, adults are not to be involved in online gaming with the youth whom they serve.
- Employees are not permitted to engage in online gaming, with adults or minors, during working hours.



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# Prevention of Vulnerable Adults Abuse Guidelines

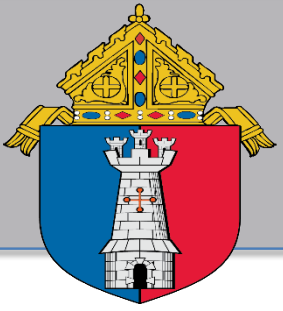
- Speak and act with respect and loving regard for each person, acknowledging his/her value and giftedness.
- Recognize and respect every individual's cultural values, as well as their right to privacy and full participation in the life of the Church.
- Recognize the importance of your role in the Church's ministry to vulnerable adults.



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# Prevention of Vulnerable Adults Abuse Guidelines

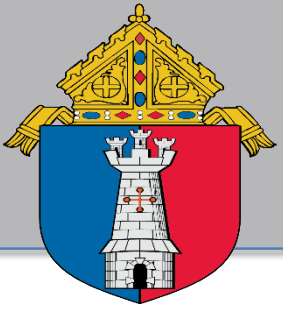
- Use appropriate language, physical contact and displays of emotion. Do not engage in or encourage the use of offensive language, humor or media.
- Be attentive to unusual or suspicious activity that suggests possible neglect or abuse.
- If anything which appears to present a serious risk of immediate harm to any person is observed, treat it as an emergency and contact appropriate authorities.



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# Prevention of Vulnerable Adults Abuse Guidelines

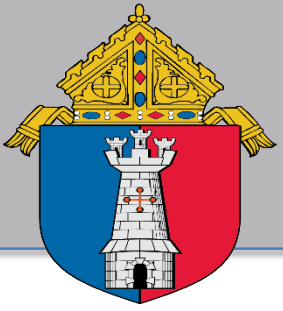
- Recognize the importance of both verbal and non-verbal communication, especially with individuals with speech and language impairments.
- Obtain guardian's permission before transporting a vulnerable adult in your vehicle or visiting in their home or yours. If transportation is provided on a regular basis, written guardian consent should be obtained.
- Never offer to, distribute to, or share with vulnerable adults alcohol, tobacco, controlled substances or sexually explicit materials.



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# Prevention of Vulnerable Adults Abuse Guidelines

- Do not attempt to provide counseling unless you are a licensed professional counselor.
- Avoid situations in which you are isolated with the person in your care for an extended period of time.
- Do not take photos of a vulnerable adult without their consent as well as the consent of their guardian.



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## Before You Go!

- Please fill out the Evaluation Form.
- Please fill out your certificate with all pertinent information, including more than one school or parish if applicable.
- Please turn both into the instructor.