



MOUNT ANGEL

ABB EY & S E M I N A R Y



PROGRAM *for* CHILD PROTECTION



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Updated October 2021

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MOUNT ANGEL ABBEY

MISSION STATEMENT

Mount Angel Abbey is a community of Benedictine monks, founded in 1882 from the Abbey of Engelberg in Switzerland. We share a monastic tradition that has been a vital part of the Roman Catholic Church for more than fifteen hundred years.

Responding to God's call to holiness and preferring nothing whatever to Christ, we dedicate ourselves to a life of prayer and work. We live as a vowed community under a Rule and an Abbot, daily celebrating the Eucharist, praying the Liturgy of the Hours in choir, and devoting ourselves to reading and to silence. These spiritual fonts fortify the work of our hands, which includes pastoral service, hospitality, library resources and priestly formation. Thus we seek to serve God, the Church, and the larger community.

I. INTRODUCTION

In the *Charter for the Protection of Children and Young People*, the United States Conference of Catholic Bishops (USCCB) recognized past failures on the part of church leadership to provide a safe environment in which minors (see definition, Appendix E) were protected from abuse by clergy and other church personnel. By adopting the Charter, they pledged themselves to protect minors in the future.

Dioceses will establish 'safe environment' programs. They will cooperate with parents, civil authorities, educators, and community organizations to provide education and training for children [see definition, Appendix E], youth, parents, ministers, educators and others about ways to make and maintain a safe environment for children.

USCCB CHARTER, ARTICLE 12

We pledge most solemnly to one another and to you, God's people, that we will work to our utmost for the protection of children and youth.

USCCB CHARTER, ARTICLE 12

The monks of Mount Angel Abbey are appalled by the abuse of minors no matter when or where it occurs. Child abuse is particularly heinous when the perpetrator is a member of the clergy or other church personnel. Mount Angel Abbey is committed to the USCCB pledge to protect minors in all works and ministries undertaken in the name of the monastic community.

All members of the monastic community, employees, volunteers and seminarians must adhere to the Program for Child Protection as described in this document. When official duties are carried out at another facility or under another institution's direction and supervision, all members are subject to that facility's or institution's policies and procedures.

A. Works and Ministries of Mount Angel Abbey

1. Monastery

- a. Spiritual direction, sacramental confession and other pastoral care
- b. Programs such as "Christian in the World", Abbey Bach Festival, etc., including social gatherings sponsored by Mount Angel Abbey.
- c. Occasional parish assistance and chaplaincies
Clerics of Mount Angel Abbey serving as pastors, parochial vicars, and deacons in parishes of the Archdiocese of Portland or of another (arch)diocese, are under the canonical jurisdiction of the (arch)diocese in which they are serving.

2. Saint Benedict Guesthouse and Retreat Center

- a. Retreats: group and private
- b. Reception of individual guests
- c. Spiritual direction and other pastoral care

3. Mount Angel Abbey Library Services

- a. Provider of library services for monks, students and the public
- b. Custodian of the Abbey's intellectual patrimony
- c. Support of the seminary's academic mission
- d. Open to students of architecture and illuminated manuscripts
- e. Provides space for events such as concerts and poetry readings

4. Mount Angel Seminary

- a. Pastoral Formation Program of Mount Angel Seminary
- b. Seminarians enrolled in Mount Angel Seminary are subject to the policies and procedures of the Program as outlined in this document during the academic year and while participating in programs required by the seminary and supervised by seminary personnel, unless otherwise specified in this document. The implementation of the Program in regard to seminary students is the responsibility of the President-Rector, who works in collaboration with the Office of Child Protection of Mount Angel Abbey.

For application to specific seminary programs, please see the Pastoral Formation section in the Mount Angel Seminary Rule of Life.

The policies established in this Program supersede all other policies established for the protection of minors in use within Mount Angel Abbey and Seminary at the time of promulgation, but they are not intended to supersede canon law or civil law.

The Abbot of Mount Angel Abbey retains the right at all times to address matters pertaining to these policies brought to his attention on a case-by-case basis in order to respond to specific situations and issues which may require an alternate response, with due respect for the requirements of civil and canon law and the goals of this Program for Child Protection.

B. Children at the Abbey

The Abbey welcomes all visitors, including children. Children are the sole responsibility of their parent/caregiver and must be accompanied at all times. Should a child need to be disciplined for behaviors not in accord with the spirit of the hilltop, it is the responsibility of the parent/caregiver to do so, or to decide to withdraw to another setting.

II. CODE OF ETHICAL STANDARDS

A. General Principles

1. Stewards of Authority

Throughout his public ministry, Jesus encountered many challenges concerning the origin of his authority. “By what authority are you doing these things? And who gave you this authority?” (Mt 21:23, Mk 11:28). Abbey personnel and seminarians that are in positions of leadership recognize that the authority of leadership comes from God as a gift for the welfare of the Church and it should be carried out with personal integrity and good stewardship.

2. Integrity

Abbey personnel and seminarians are expected to be persons of integrity, honesty, and high moral standards, and as such, they have a responsibility to lead by example. In the performance of their duties they are expected to conduct themselves in a responsible and conscientious manner, free from any deception, corruption, or action that could be deemed improper.

3. Respect for Others

Abbey personnel and seminarians respect the rights, dignity and worth of each person they encounter as a creation of God. They strive to be sensitive to cultural differences among people and appreciate the opportunities that diversity brings. Abbey personnel and seminarians are aware that issues of age, gender, race, religion, physical and mental disabilities, and language all affect how the message of the Gospel is received and interpreted.

4. Commitment to the Church and the Community

Abbey personnel and seminarians that are in positions of leadership embrace the teachings of Jesus and work to promote the Gospel. The Scriptures and the Magisterium of the Roman Catholic Church guide personnel and seminarians that are in positions of leadership when decisions must be made that directly affect those who are served.

5. Personal Well-being

Abbey personnel and seminarians are responsible for attending to their own physical, mental, emotional, spiritual and intellectual health. They should nurture their strengths in these areas and attend to their shortcomings. They should be supportive of one another in maintaining a sense of well-being. Abbey personnel and seminarians should be alert to any impediments to their well-being and seek appropriate assistance.

B. Guidelines for Working With Minors

Providing pastoral care to minors is a critical work of the Church and her ministers. There are, however, important considerations to take into account when providing this ministry. When working with minors, it is particularly important to recognize the imbalance of authority and power possessed by an adult, whether cleric or lay, over a child. In light of the requirements for ethical exercise of authority and the particular vulnerability of minors, Abbey personnel and seminarians must observe the following guidelines when working with minors:

1. Respect and care are always to be shown to minors. Abbey personnel and seminarians must always use prudential judgment marked by personal and professional integrity to ensure the safety of minors, avoiding all inappropriate behavior or even the appearances of impropriety.
2. When providing one-on-one pastoral care to a minor, meetings should take place in open and accessible locations. Meetings must be arranged at times and in places that assure accountability, e.g., open spaces, rooms with transparent glass doors, areas where other adults are present, and with the knowledge of parents or guardians except for extreme circumstances such as where the safety of the minor is of concern.
3. Retreats, days of recollection, or other gatherings for minors or adults with minor children sponsored by Mount Angel Abbey and/or Seminary must include the participation of parents or designated guardians. An appropriate ratio of parents or guardians to young people must be maintained during any event. Chaperones must be 21 years or older. The ratio may vary according to the age of the children and the event. Children under the age of 10 will normally require a higher ratio of adult supervision, e.g., 1 - 5; children over 10 will normally require a lower ratio, e.g., 1 - 10. Good judgment must be used in each case by those responsible. Under no circumstance may only one adult supervise such a gathering.

Children 15 years and younger may not stay in the Retreat House overnight unless accompanied by a parent, legal guardian or, with written permission of their parent or legal guardian, other relative. Minors 16 years of age to 18 may stay in the Retreat House with written permission of their parent or legal guardian, as long as the appropriate ratio of adult supervision can be provided by their associated group.

Officially sponsored groups from other ecclesiastical jurisdictions must also follow the policies of that (arch) diocese and give evidence to this fact. The group will be asked to indicate who is sponsoring the group; that those who are supervising the minors have been appropriately trained; that their background check is current; that they have read and signed the Standards of Conduct for Ministry with Minors; and they must comply with the Abbey's Program for Child Protection as well. This information must be provided in writing at the time one schedules the retreat or gathering.

The guest retreat presenter or gathering leader should not be alone with the minors or meet with them individually. Chaperones or supervisors are responsible for the whereabouts and monitoring of the minors at all times.

4. While sympathetic with the difficulties parents who are employees or volunteers may have in arranging supervisory care for their children, the Abbey and Seminary cannot accommodate children in workplaces, classrooms or in unsupervised circumstances. Students may not bring minors into a classroom while classes are in session.

While visiting in other circumstances, children under the age of 18 must be accompanied at all times by a parent or guardian or properly enrolled in a supervisory activity sponsored by the Abbey or Seminary.

5. Abbey personnel should not communicate with minors (other than relatives) using electronic media except as a part of their professional/ministerial responsibilities, such as abbey and seminary vocations work, seminary admissions, official pastoral ministry assignments, etc. This includes email, instant messaging, texting, or social networking sites. If a minor contacts abbey personnel, a polite response is permitted, but future communications should be avoided.

During any usage of social media or other electronic communications with minors, Members are not to:

- a. Make comments that are, or could be construed by any observer to be, harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning or humiliating.
- b. Engage in sexually oriented conversations or discussions about sexual activities unless these are part of a pastoral situation.
- c. Post sexually oriented or morally inappropriate pictures, photos, or comments.
- d. Post photos of minors or details of ministry/program activities involving minors on any electronic media without the explicit written permission of a parent or legal guardian.
- e. Engage in one-on-one video chatting or have one-on-one interaction in a chatroom.
- f. Initiate or accept a “friend” request (or similar social media “connection”) using a personal account.

All communication between abbey personnel and minors must be transparent.

6. Abbey personnel and seminarians are to avoid, whenever reasonably possible, being alone with a minor (or minors) in a residence, automobile, bedroom, locker room, rest room, dressing facility, classroom, or any isolated area. Overnight trips with a minor alone are never permitted.
7. No one under 18 may reside in Abbey facilities, except in the case of a first-year college student, unless supervised by parents or a guardian.
8. No one under 18 may be taken to the living quarters of resident Abbey personnel or seminarians, except in the case of family members and with permission of the person’s superior.
9. Those under 21 are not to be given alcoholic beverages. Controlled or illegal substances are never to be used (except strictly in accordance with medical authorization). When supervising minors, Abbey personnel and seminarians are prohibited from consuming alcoholic beverages.

Controlled Substances are defined as all forms of narcotics, depressants, stimulants, hallucinogens, and cannabis, whose sale, purchase, transfer, use or possession is prohibited or restricted by law.

10. Physical contact with minors should be limited and appropriate. Behavior that may be construed as inappropriate is prohibited. If a minor initiates physical contact, an appropriate but limited response is proper, e.g., handshake, brief embrace, hand on shoulder.
11. Physical discipline of a minor is never permitted.

12. Use of sexually explicit material or pornographic language is strictly prohibited and never appropriate for an adult or a minor.

Appropriate and Inappropriate Interactions with Minors

1. Physical Interactions

The following are appropriate interactions in ministry with minors in the presence of parents or other adults:

- a. Side-hugs.
- b. Pats on the shoulder or back.
- c. Handshakes.
- d. "High-fives" and hand slapping.
- e. Touching hands, faces, shoulders or arms of minors.
- f. Holding hands while walking with small children.
- g. Kneeling or bending down for hugs with small children.
- h. Holding hands during prayer.
- i. Pats on the head when culturally appropriate. (For example, this gesture should typically be avoided in some Asian communities).

The following are inappropriate interactions in ministry with minors:

- a. Engaging in sexual contact with minors. For the purposes of this policy, sexual contact is defined as vaginal intercourse, anal intercourse, oral intercourse or the touching of another (including but not limited to the thighs, genitals, buttocks, pubic region or chest) for the purpose of sexually arousing or gratifying either person.
- b. Members are prohibited from using physical discipline in any way for behavior management of minors. No form of physical discipline is acceptable. This prohibition includes spanking, slapping, pinching, hitting, or any other physical force as retaliation or correction for inappropriate behaviors by minors
- c. Inappropriate or lengthy embraces.
- d. Kissing on the mouth.
- e. Holding minors over four years old on the lap.
- f. Touching buttocks, chests or genital areas.
- g. Showing affection in isolated areas such as bedrooms, closets, staff-only areas or other private rooms.
- h. Being in bed with a minor.
- i. Touching knees or legs of minors.
- j. Wrestling with minors.
- k. Tickling minors.

- l. Piggyback rides.
- m. Any type of massage given by minor to adult.
- n. Any type of massage given by adult to minor.
- o. Any form of unwanted affection.
- p. Sleeping in the same beds, sleeping bags, or tents with minors

2. Verbal Interactions

The following are appropriate verbal interactions with minors in ministry:

- a. Verbal Praise.
- b. Positive reinforcement.
- c. Encouragement.
- d. Appropriate Jokes.

The following are inappropriate verbal interactions with minors in ministry:

- a. Keeping secrets.
- b. Swearing in the presence of minors.
- c. Speaking to minors in a way that is or could be construed by any observer as harsh, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.
- d. Engaging in any sexually oriented conversations with minors unless the conversations are part of a legitimate lesson and discussion for teenagers regarding human sexuality issues. On such occasions, the lessons will convey to youth the Church's teachings on these topics. If youth have further questions not answered or addressed by their individual teachers they should be referred to their parents or guardians for clarification or counseling.
- e. Compliments that relate to physique or body development.

III. CHILD ABUSE POLICY ¹

This policy is based upon the teachings of the Catholic Church and its Canon Law in addition to concepts of civil and criminal law. Nothing in this document is intended to create or confer any additional legal or civil rights.

A. General Principles

1. Child abuse is contrary to the Gospel and to all that the Catholic Church believes and professes about the dignity of human persons. Thus, it is the policy of Mount Angel Abbey that child abuse of any kind is never to be tolerated.
2. The Abbey fully subscribes to the June 2002 American Bishops' *Charter and Norms for the Protection of Children and Young People*.
3. Mount Angel Abbey recognizes that no policy in itself prevents child abuse. Strict adherence to the policy and institution-wide vigilance prevent child abuse and help assure that no child is victimized.

B. Policy on Child Abuse

1. The Abbey renews its commitment to provide a safe environment for minors and to assist Abbey personnel and seminarians in recognizing, reporting, and attending to the needs of abused children and their families. All Abbey personnel and seminarians shall maintain the integrity of the ministerial relationship at all times. Abusive conduct of any kind, including sexual conduct, between one who is performing duties on behalf of the Abbey and a minor, is not only criminal, it is a violation of the sixth commandment and Catholic moral teaching.
2. The response of the Abbey in cases of child abuse by any of its personnel or seminarians will address the pastoral needs of the victim, the well being of the community, and the assessment and treatment of the offender. Care is to be taken that all involved are treated in a manner that is consistent with the Gospel values of compassion, understanding, and justice, as well as those standards that are normative in the wider professional community.

C. Reporting Child Abuse

The term "child abuse" may refer to the physical abuse, neglect, sexual abuse or exploitation, mental injury, or threat of harm to a minor. Child abuse of any kind is a violation of state law. Some Church personnel (e.g., school employees and clergy) are mandatory reporters under Oregon law and must report suspected abuse to civil authorities. (See Appendix F, 4, ORS 419B.005 and ORS 419B.010.)

¹ Child Abuse Policy Revised October 1, 2021.

1. Mandatory Reporting by Abbey Personnel and Seminarians

Clergy, school employees (all levels of education), and other public or private officials are required by law to report (or cause to be reported) suspected child abuse to the Department of Human Services (“DHS”) or to a law enforcement agency (see Appendix F for local telephone numbers for reporting child abuse). The Abbey expects all mandatory reporters to fulfill this legal obligation and to report the matter immediately to the Coordinator of the Office of Child Protection.

2. Voluntary Reporters

The Abbey requires any monks, employees, seminarians and volunteers who are not mandatory reporters under Oregon law to voluntarily report suspected child abuse when they have reasonable grounds to do so. Such reports should be made to the Oregon Department of Human Services (“DHS”) or to law enforcement agencies. (See Appendix F for local telephone numbers for reporting child abuse.)

Likewise, persons with reasonable cause to suspect child abuse by any person acting on behalf of Mount Angel Abbey – whether monk, employee, volunteer, or seminarian – are expected to report directly to civil authorities and the Abbey’s Coordinator for the Office of Child Protection. In the case of a seminarian suspected of child abuse, the President-Rector implements the policy and procedures of the program as outlined in this document in collaboration with the Coordinator of the Office of Child Protection.

3. Questions on Child Abuse Reporting

Abbey personnel and seminarians are encouraged to call the Coordinator of the Office of Child Protection or the Oregon Department of Human Services Child Abuse Hotline with questions concerning the reporting of child abuse. The Oregon Department of Human Services is available for consultation as well as reporting. (See Appendix F for local telephone numbers.)

4. The Seal of Confession

A priest is absolutely prohibited from revealing, in words or in any manner for any reason, information acquired from a sacramental confession. The sacramental seal of confession is inviolable. This confidentiality is recognized under Oregon law.

Clergy of the Abbey, or those ministering there, who have questions about child abuse reporting that involve clergy-penitent privilege should contact Fr. Paul Thomas, OSB, of the Abbey, who is a Canon Lawyer (503-845-3568).

5. Reporting Present Abuse

Anyone who has reasonable cause to believe that child abuse involving Abbey personnel or seminarians is a present concern is required to report the suspected abuse directly to civil authorities. The Office of Child Protection is available to anyone who seeks advice about questions related to the reporting of abuse. (See Appendix F for local telephone numbers.)

6. Reporting Past Abuse

The Abbey seeks to promote healing and reconciliation for those who have suffered child abuse by Abbey personnel. Even when the abuse is past the statute of limitations for criminal offenses, complainants are encouraged to contact the Office of Child Protection at (503) 845-3515, or by sending an email to OCP@mountangelabbey.org. The Abbey will provide pastoral and other assistance when appropriate on a case-by-case basis.

D. The Abbey's Response to Child Abuse

A sacred relationship exists between the Catholic Church and all persons, whether they are children or adults. Child abuse of any kind is a matter of gravest concern. Knowledge of such abuse calls for a timely response so that the safety of the child and the community is assured and healing can begin.

1. The Coordinator of the Office of Child Protection will respond promptly to persons who contact the Abbey through the Office of Child Protection concerning child abuse. The Coordinator will receive the information and will inform the Abbot, or, in the case of a seminarian, the Abbot and the President-Rector. In the case of a complaint against a member of the monastic community, a complainant may request to meet with the Abbot and/or the Abbey's Review Board.
2. When the Abbey is informed of allegations of child abuse by any of its personnel or seminarians, the Abbey will address the needs and rights of all involved – the person alleging abuse, the accused, the Abbey, Seminary, and the larger community affected.
3. When allegations of child abuse have been made, the Coordinator will keep in contact with the individual (or the parent or guardian of a minor) and his or her family, if appropriate. Psychological counseling, pastoral care, or the assistance of an advocate for healing may be offered in the spirit of Christian justice and charity as appropriate. When the Abbey pays for counseling, the Abbey authorizes the therapist. Whenever possible, the therapist will be one who specializes in the treatment of victims of child abuse.
4. If it appears that the report concerns present abuse by any Abbey personnel or seminarians, the complainant will be encouraged to report the suspected abuse directly to civil authorities. In addition, if the allegation is subject to reporting under ORS 419B.010, the Coordinator of the Office of Child Protection will make a report to an appropriate authority under that statute. The Coordinator will inform the complainant that a report was made to civil authorities.
5. The Abbey will cooperate fully with civil authorities in their investigation of the charges. To ensure that there will be no interference or perceived interference in the investigation by civil authorities, no further internal investigation will take place by the Abbey while the civil investigation is pending, except what may be required for compliance with canon law.

6. Unless civil authorities request otherwise, the accused individual will be informed of the allegation by the Abbot and will be given every opportunity to respond to the charges. The Abbot may, at his discretion, place the person accused on paid or unpaid administrative leave depending on the circumstances and details of the accusation, and will encourage an outside professional assessment of the person accused. Should the accused be a cleric, canon law will be followed (see Appendices A and B). The person will remain on administrative leave pending the outcome of the internal and/or civil investigation. In the case of a seminarian, the President-Rector will decide the appropriate action to be taken.
7. Within the confines of respect for the privacy and the reputations of the individuals involved, the Abbey will deal as openly as possible with the larger community directly affected by the alleged misconduct with minors.

E. Possible Outcomes Of Child Abuse Reporting

The following are possible outcomes of the civil and/or internal investigation and assessment process:

1. Allegation Substantiated

- a. If an allegation of child abuse against a member of Abbey personnel is substantiated or found credible, and the complaint is subject to reporting under Oregon law, the person accused will be subject to the sanctions of criminal and/or civil law.
- b. If a cleric is found guilty under criminal and/or civil law of child abuse (or when it is determined that there is “a semblance of truth”), the Abbot shall also proceed according to the norms of canon law. (See Appendices A and B.)
- c. If a non-clerical member is accused of child abuse, the Abbot may seek the advice of the Review Board and would follow the appropriate canonical procedures.
- d. If an allegation of child abuse against non-monastic Abbey personnel is substantiated or found credible, the individual will be terminated from employment.
- e. If an allegation of child abuse against a seminarian is substantiated or found credible, the individual will be dismissed from the seminary by the President-Rector.

2. Allegation Unsubstantiated

If an allegation of child abuse is unsubstantiated, disproved, or found not credible, the Abbot, in collaboration with the Coordinator (or in the case of a seminarian, the President-Rector), will inform the parties of the outcome of the investigation. If necessary, continued efforts will be made to maintain or restore the good name of the accused and provide for his or her well-being. If there are any future steps that can be taken to assure a return to normal relationships in the school, parish or entity involved, the Abbot will consider these steps.

3. Evidence Inconclusive

- a. If the evidence is inconclusive as to the validity of an allegation of child abuse, two factors must be considered. First, the safety and well-being of the alleged victim and the community must be carefully considered. Second, the rights of the accused must also be carefully considered.
- b. The Coordinator (or in the case of a seminarian, the President-Rector) will inform the parties of the outcome of the investigation and may make efforts to minimize the impact on the alleged victim and the community. In these cases, the Coordinator (or in the case of a seminarian, the President-Rector) may refer the alleged victim for follow-up pastoral care and psychological counseling, as appropriate.

IV. REVIEW BOARD

A. The Establishment and Purpose

The Review Board assists the Abbot of Mount Angel Abbey in maintaining a climate of safety and respect for all minors who participate in Abbey-sponsored programs and ministries, or who visit the Abbey. The Board's work includes reviewing pertinent policies and programs, advising on educational requirements, helping to address complaints of child abuse of all cases current, former and/or deceased members (as defined in Appendix E), and recommending ways to foster healing and reconciliation where needed. The work of the Review Board adheres to the procedures outlined in the Mount Angel Abbey Program for Child Protection. The Review Board is also responsible for reviewing Safety Plans at least annually. The Review Board exists solely to provide such advice and has no independent power or authority. They are not agents of Mount Angel Abbey and they receive no compensation. Members are indemnified through Catholic Mutual.

The Review Board shall include representation from the following groups: no more than 2 solemnly professed monks of the abbey, the Coordinator of the Office of Child Protection (a layperson) professionals from the social sciences, (psychologists, counselors, victims' advocates and/or social workers), representatives from the legal or law enforcement profession or state protective services, and laity. The Review Board members are chosen from the Catholic faithful for their professional competence and prudent judgement. The Abbey's legal counsel is not a member of the Review Board.

The Abbot appoints Members of the Review Board by letter of appointment signed by him. A Member of the Review Board may be removed at the discretion of the Abbot in consultation with the chair of the Review Board. Members shall be removed by letter of removal signed by the Abbot.

Coordinator of the Office of Child Protection shall provide initial orientation for new members of the Review Board, as well as ongoing training for all the members of the Review Board.

The Review Board shall meet at least annually. Additionally, meetings may be called when necessary and always in the case of any new allegations. Review Board meetings may be conducted in person, by conference call, or web-conferencing.

B. Operating Procedures

Review Board has its own operating procedures, approved by the Abbot in consultation with his Council.

- a. Confidentiality
 - i. Review Board Members shall sign a confidentiality agreement and undergo a criminal records check.
 - ii. The records and other information received by the Review Board shall be treated as confidential, subject to the requirements of law and the Policies of Mount Angel Abbey.

- iii. The Review Board's advice to the Abbot regarding particular cases shall be confidential; provided, however, that the Abbot may, at his discretion, disclose the advice he received from the Review Board. The advice or positions taken by particular Review Board Members shall not be disclosed and need not be recorded in the Review Board files.
 - iv. The Abbey recognizes that the Review Board may receive confidential and sensitive information that could be used to injure the reputations of individuals. At the same time, the Abbey recognizes that the Review Board's records may contain information relevant to civil and criminal law investigations.
 - v. It is the policy of Mount Angel Abbey and Seminary to cooperate fully with all legal requirements and law enforcement agencies while, at the same time, respecting any applicable civil and canon law rights and requirements of confidentiality and privacy.
 - vi. The law of certain states and of the United States prohibits the disclosure of certain information, such as mental health communications, substance abuse and alcohol treatment records and HIV testing and AIDS treatment records. The Review Board shall protect the confidentiality of such information, which it may receive by way of appropriate releases of information, to the fullest extent of the law.
- b. Constitution of the Board

The Review Board shall consist of not less than five (5) individuals; no more than two (2) solemnly professed monks of the abbey, excluding the Abbot, may be on the Review Board. Any change in the number of individuals on the Review Board shall be decided by the Abbot, in consultation with his council. While it may occasionally be acceptable for an individual on the Review Board to also be an employee of the Abbey, it is preferable for the individuals on the Review Board not to be employees of the Institute. At no time may the majority of Review Board Members be employed by the Abbey. Individuals shall be over the age of twenty-one (21) years.

c. Terms of Membership

- i. Individuals shall be appointed for a term of five (5) years by the Abbot in consultation with his council and may be reappointed indefinitely.
- ii. Any member may resign at any time by giving a written notice of such resignation to the Abbot or the Chair of the Review Board.
- iii. Any vacancy on the Review Board occurring during the year, including a vacancy created by an increase in the number of individuals, may be filled by an appointment by the Abbot for the unexpired portion of the term. Those appointed to fill a vacancy before the expiration of a term shall serve for the remainder of the unfinished term, and may then be reappointed to a full term at the discretion of the Abbot.
- iv. In exceptional cases, an individual may request a leave of absence from the Board. Such a request is ordinarily directed to the Abbot or Chair of the Review Board.
- v. Any individual on the Review Board who is related by blood or marriage to, in any kind of employments, financial or business relationship with, in any kind of professional or

spiritual counseling relationship with, or who would have any other conflict of interest or the appearance of a conflict of interest with the alleged victim or the accused Member, shall inform the Chairman of the conflict and recuse himself or herself from all deliberations concerning the particular matter in question. Any individual on the Review Board who determines that he or she has a conflict of interest or the appearance of a conflict of interest with the Institute itself or with the work of the Review Board, shall inform the Abbot and the Chairperson of the conflict and shall resign from the Review Board.

- vi. The Review Board Members of Mount Angel serve as volunteers. Mount Angel Abbey may reimburse individuals on the Review Board for reasonable expenses incurred in attending meetings of the Review Board or in otherwise performing their duties on the Review Board. Mount Angel Abbey indemnifies and holds harmless all individuals on the Review Board for any and all claims, lawsuits, damages or other actions, including but not limited to reasonable costs of defense, which may arise from their service on the Review Board; however, the Abbey does not indemnify individuals on the Review Board for intentional tortuous or criminal acts.
- d. Frequency of Meeting
- i. Annual Meeting: There shall be an annual meeting of the Review Board to be held as designated by the Abbot in conjunction with the Chair of the Board and Coordinator of the Office of Child Protection.
 - ii. Special Meetings: Special sessions of the Review Board may be held at any time, called by the Abbot in conjunction with the Chair of the Board (or in the event of the Abbot's absence), the Prior, or any three (3) members of the Board, with the concurrence of, or at the recommendation of the Abbot. In the case of a new allegation, the Board shall gather within at least thirty days.
 - iii. Notice of Meeting: Generally, notice of all meetings shall be given in writing or email by the Coordinator of the Office of Child protection at least fourteen (14) days before the meeting to the usual business or resident address of the individuals on the Review Board. Supporting materials for meetings shall be provided at least one week prior to a scheduled meeting.
 - iv. Manner of Meetings: The Review Board may meet in person, by conference call, or web conferencing. The Chair shall call the meeting to order and introduce the Abbot, his representative or Investigator to present the matter(s) brought before the Review Board.
- e. Media and Communication
- i. Mount Angel Abbey will have a plan of action for responding to the media that will include a clear understanding of the need for confidentiality and the rights of the alleged victim and accused.
 - ii. All media inquiries should be directed to Mount Angel Abbey's Communications Department.
- f. Records Retention
- i. The files of the Review Board are the property of Mount Angel Abbey. The Abbot and all

current Review Board Members shall have access to the Review Board's files. The Review Board's files shall be stored at a place designated by the Abbot.

- ii. The Coordinator of the Office of Child Protection shall create a file on each case or matter it considers. Each file shall contain a written description of the matter presented to the Review Board, a written summary of the advice given by the Review Board, a written summary of the action ultimately taken by the Abbot in light of the Review Board's advice, and such other information as the Review Board determines to be relevant to any future consideration of the case or matter by the Review Board or the Abbey.
- g. Required Training for Review Board Members
 - i. The individuals on the Review Board are provided initial formation for their unique role in providing confidential consultation to the Abbot. These individuals are provided copies and an explanation of the following documents:
 - Charter for the protection of Children and Young People
 - Essential Norms for Diocesan/Eparchial Policies Dealing with Allegations of Sexual Abuse of Minors by Priests or Deacons
 - 2002 CMSM Statement of the Assembly
 - 2008 CMSM Standards for Accreditation
 - ii. Mount Angel Abbey Program of Child Protection
 - iii. The Coordinator of the Office of Child Protection will provide Review Board members with on-going formation regarding best practices in the disposition of cases of sexual abuse of minors.
- h. How information will be disseminated to Review Board members.
 - i. When considering the disposition of a case of sexual abuse of a minor by abbey personnel, the individuals of the Review Board are given the following:
 - Initial report of allegation, such as in-take forms, letters, e-mail, etc.
 - Documentation of notice to civil authorities
 - Report on the Investigation
 - Any other cases of sexual misconduct, including adults.
 - Other relevant disciplinary action.
 - ii. The Abbot or his representative may present information in any form, oral, written, graphic or recording for the Review Board's consideration. After the presentation, the Review Board Members may ask questions, request additional information, or discuss the matter with the Abbot or representative. After the question and answer period or discussion is completed, the Members shall deliberate and formulate their advice outside the presence of the investigator. Deliberations may take place in the presence of the Abbot or his representative, at the discretion of the Review Board. After the Review Board receives the presentation and information from the Abbot or representative, the Board shall carefully consider and deliberate over the information.
- i. Agreed-upon standards of operation that are considered under its procedures.

- j. Agreed-upon standards of operation that are considered under its procedure's Possible alternatives for the disposition of cases
 - i. After carefully reviewing all the information, the Review Board makes a recommendation to the Abbot regarding a) the assessment of the allegation of sexual abuse allegedly committed by a Member and b) the suitability for ministry for the accused Member.
 - ii. Based on the facts and circumstances, an allegation of sexual misconduct can be established only when there is objective certainty that the accusation is true and that an incident of sexual abuse of a minor has occurred.
 - iii. After hearing the Review Board, the Abbot alone judges whether an allegation of sexual abuse of a minor by a Member has (or has not) been established.
 - iv. The judgment of the Abbot must be objective, i.e., based on facts and circumstances discovered in the course of the investigation. The judgment of the Abbot admits to the contrary (falsity of the accusation) is indeed possible but highly unlikely or improbable, to the extent that the Abbot has no fear of the contrary (falsity of the accusation) may be true.
- k. Time frame allotted for proving response once an allegation has been received by the Review Board
- l. Role and responsibility of civil legal counsel.

V. OFFICE OF CHILD PROTECTION

The Office of Child Protection promotes the Church's teaching regarding the dignity of minors, and it seeks to protect minors from any harmful behavior on the part of Abbey personnel and seminarians. The Office also helps to provide a safe and effective avenue for individuals who wish to make a complaint of child abuse against personnel of Mount Angel Abbey. The Office assists the Abbot in his efforts to welcome and respond to those who seek reconciliation and healing. The Office of Child Protection is evaluated annually by the Review Board. The Abbot appoints the Coordinator of the Office of Child Protection for an indefinite term.

The Coordinator of the Office of Child Protection:

- A. Promotes Catholic moral values regarding the dignity and protection of minors through policies, procedures and resources at Mount Angel Abbey; develops and maintains resource materials and information on child abuse, as defined by the Mount Angel Abbey Child Abuse Policy, and provides materials and referral information to inquirers as requested;
- B. Supervises the implementation of the Program for Child Protection and collaborates in the Review Board's annual evaluation of the Program;
- C. Coordinates the accreditation processes and periodic updates required by "Instruments of Hope and Healing;"
- D. Maintains all files and information related to the Standards for Accreditation required by "Instruments of Hope and Healing;"
- E. Receives initial complaints against personnel of the Abbey and helps the complainant to understand what possible steps may be taken; makes referrals for assistance; informs the Abbot (in the case of a seminarian, the President-Rector) and ensures child abuse policy requirements are met, including reporting to the legal authorities;
- F. Maintains a record of inquiries, complaints and follow-up by the Office of Child Protection, the Abbot, President-Rector, and other appropriate personnel;
- G. Is a non-voting member of the Review Board.

VI. THE SAFE ENVIRONMENT PROGRAM

A. Promulgation and Education

Mount Angel Abbey is committed to make every reasonable effort to communicate clearly and regularly with all Abbey personnel and seminarians regarding the goals and expectations of the Program for Child Protection. Likewise, every reasonable effort is made to keep all groups and individuals served by personnel of Mount Angel Abbey informed regarding the Program.

To these ends, the following steps are taken:

1. The Office of Child Protection provides orientation to the Program to all new Abbey personnel at the time of hire. The Office of Child Protection offers Safe Environment training for new students in the fall and again in January. New Personnel and seminarians are required to sign a knowledge and compliance statement.
2. The Office of Child protection provides presentations on the Program to all Abbey personnel and seminarians every three years; each is required to sign a knowledge and compliance statement.
3. The Program is available on the Mount Angel Abbey website (www.mountangelabbey.org) and through the Office of Child Protection.
4. It is the competence of the Office of Child Protection to provide and disseminate information, including policies and procedures for reporting child abuse by Abbey personnel, throughout the hilltop and in parishes and chaplaincies served by Abbey personnel.
5. Collaboration is fostered with community groups, law enforcement agencies, and social services in the ongoing process of education and implementation of the Program.

B. Compliance

Mount Angel Abbey is committed to insuring that the Program for Child Protection is faithfully implemented, supported and maintained by all Abbey personnel and seminarians.

The following steps help to insure the achievement of this objective:

1. The Office of Child Protection Coordinator oversees the day-to-day oversight and adherence to the Program and makes regular reports to the Abbot and an annual report to the Review Board. The Abbot and the Coordinator for the Office of Child Protection are responsible for the implementation of the Program.
2. The Mount Angel Abbey Review Board receives an annual report on the Program for Child Protection and the effectiveness of its implementation.
3. Mount Angel Abbey cooperates with local law enforcement, the Oregon Department of Human Services, and other agencies to insure the protection of children.
4. All Abbey personnel and seminarians are required to participate in education presentations on the Program and to sign a compliance statement.

5. Mount Angel Abbey takes its commitment to safe environment and child protection seriously and so violations of this policy will also be taken seriously. Accordingly, if the Abbey has reason to believe that a member of Abbey personnel has violated the policy, the Abbot may, at his discretion, take action he determines appropriate, including placing the person on paid or unpaid administrative leave, while the alleged violation is being investigated. If it is determined that a policy violation has occurred, the person involved will be subject to disciplinary actions as determined by the Abbot, ranging from a letter of correction and reprimand, which may include mandatory counseling, to termination of employment, depending on the nature, recurrence and circumstances of the violation(s). Similarly, if a volunteer violates the policy, his or her service and association with the Abbey may be terminated. At the discretion of the President-Rector, a seminarian may be placed on leave while an alleged violation is being investigated; if it is determined that he has violated the policy, he will be subject to disciplinary actions ranging from a letter of correction and reprimand, which may include mandatory counseling, to dismissal from the seminary, depending on the nature, recurrence and circumstances of the violation(s).

C. Screening Procedures

1. A cleric applying for or proposed for assignment at Mount Angel Abbey, including candidates applying for admittance to the monastic community, must complete an application process that conforms to the guidelines of the United States Conference of Catholic Bishops (see “D” below).
2. Testimonial letters are required of all clerics from outside the Archdiocese of Portland who are proposed as retreat masters, visiting lecturers, symposia presenters, etc., on the hill prior to the event. Those responsible are to notify the Abbot’s Secretary who requests testimonial letters from the appropriate church authorities.
3. All Abbey personnel, as defined in this policy, must complete the Abbey Background Check Request and Authorization form and undergo a criminal background check through the Abbey’s Human Resources Office. Dioceses or religious communities sponsoring seminarians at Mount Angel Seminary must provide the seminary with criminal background checks on each seminarian. This screening must be completed before the beginning date of conditional employment, volunteer service or admittance to the Abbey or seminary.
4. Those applying for employment or for volunteer service positions must complete the following requirements:
 - a. application
 - b. reference check
 - c. interview
 - d. criminal background check
5. Those seeking admittance to Mount Angel Abbey as monks follow the application process and procedures as outlined in the Mount Angel Abbey Formation Program binder.

6. Seminarians applying for admittance to Mount Angel Seminary follow the application process and procedures as outlined in the Mount Angel Seminary application booklet. Disqualifying offenses listed below determine, in part, admission or non-admission.

D. Disqualifying Offenses

No one will be hired as an employee, admitted as a candidate for Mount Angel Abbey, admitted as a seminarian at Mount Angel Seminary, or accepted as a volunteer, if they have been convicted of any disqualifying offense, been on probation or received deferred adjudication for any disqualifying offense, or have pending criminal charges or civil allegations for any disqualifying offense, until a determination of guilt or innocence is made.

Disqualifying offenses include, but are not limited to:

1. a felony classified as an offense against a person or family or involving an offense against a person or family. Examples: offenses against a person include, but are not limited to, murder, assault, sexual assault, child abuse, and abandoning or endangering a child. Offenses against a family include, but are not limited to, bigamy, incest, interference with child custody, enticing a child and harboring a runaway child;
2. A felony classified as an offense against public order or decency. Examples: offenses against public order or indecency include, but are not limited to, prostitution, obscenity, sexual performance by a child, possession or promotion of child pornography and disorderly conduct;
3. A felony violation of any law intended to control the possession or distribution of any substance included as a controlled substance in the Oregon Controlled Substance Act;
4. A misdemeanor classified such as sexual assault, indecency with a child, injury to a child, abandoning or endangering a child, sexual performance by a child, possession or promotion of child pornography, enticing a child, bigamy or incest;
5. An administrative determination by a local, city, county or state agency that a person has been found to have committed child abuse or neglect.

E. Review

Any person who applies for employment, including admittance to the monastic community, the seminary, and volunteer service, and is not accepted or is terminated under these guidelines, may have the denial or determination reviewed as follows:

1. If non-acceptance is based on the criminal background check, the applicant shall be given the name and address of the agency reporting his or her criminal history so that there will be an opportunity to obtain a similar report from the agency. In the event that such a report is obtained by the applicant, and it is believed that an error has been made by the reporting agency or independent agent, then, upon written request, a second criminal background check may be obtained and the application reconsidered.

2. If non-acceptance is based upon the interview process, including reference checks, there is no review beyond the applicant's request for reconsideration by those making the determination. It is for the protection of minors that the judgment of those representing the Church have the final word. In cases of doubt, favor will be given to the Church and the protection of minors.

F. Confidentiality

As with all personnel records at Mount Angel Abbey, information obtained through the application form, reference information, interviews, criminal background check, etc., is kept confidential. Confidential materials are kept in a locked file and access is restricted to those who need to know because of work-related responsibilities.

APPENDICES

APPENDIX A

CANONICAL PROCEDURES FOR CLERICS OF MOUNT ANGEL ABBEY

A. Receipt of a Complaint Against a Cleric

Upon receiving an allegation of child abuse against a living cleric of Mount Angel Abbey, pastoral care for the alleged victim is offered through the Office of Child Protection. The Abbot is informed and if the complaint is subject to reporting under Oregon law, and this has not yet been done, the Abbey will file a report and cooperate fully with the civil and criminal authorities in their investigation. (See Office of Child Protection, Section V, E.)

If a complaint is brought forward through the civil legal system, with or without litigation, the Abbey will cooperate fully with the civil and criminal authorities in their investigation.

B. Determining Credibility

If there is no ongoing civil or criminal investigation, the Abbot determines if the allegation constitutes a reserved *delict* “with at least a semblance of truth”. To assist him in this determination, the Abbot may seek advice from members of the Review Board or others. Canonical counsel is offered to the accused and the Abbey’s civil counsel and insurer are notified.¹

1. If the allegation is determined *not to have at least the semblance of truth*:

- No action against the cleric is mandated (though administrative actions may be applied depending on circumstances).
- No referral to the Congregation for the Doctrine of Faith is required.
- The complainant should be informed of the outcome.
- The accused cleric, if he had been made aware of the accusation, should be informed of the outcome.

2. If the allegation is determined *to have a semblance of truth*:

The Abbot issues a decree opening a “preliminary canonical investigation”.

- Communicates with the Diocesan Bishop where the alleged abuse took place and where the member is residing;
- Communicates with the employer of the place where the alleged abuse took place and where the member is currently employed, as appropriate.
- Communicates with the monastic community, the faith community, and the public, as appropriate.

¹ A Resource for Canonical Processes for the Resolution of Complaints of Clerical Sexual Abuse of Minors. A Resource prepared by a Task Force Convened by the Chairman of the Bishops’ Committee on Canonical Affairs of the United States Conference of Catholic Bishops. November 2003, p . 7

C. Preliminary Canonical Investigation

The Abbot appoints an investigator through a decree to conduct the investigation and gather the facts in the case. The investigator presents a report in writing to the Abbot within the time limits established. The Abbot presents the findings of the investigation to the Review Board and seeks their advice. The Abbot determines the probability of whether or not a reserved *delict* has been committed as alleged and issues a decree closing the preliminary investigation. If necessary, the restrictions of canon 1722 may be applied at any point during the preliminary canonical investigation. If applied, it is done through a precept by the Abbot.

D. Possible Outcomes of the Preliminary Canonical Investigation

1. If the allegation is found to be false, the investigation is concluded through a decree of the Abbot, the accused cleric is notified and, where necessary, steps are taken to restore the reputation of the accused.
2. If the Abbot has determined the probability of the reserved *delict*, the accused cleric is notified of the result of the investigation. The acts of the case are forwarded to the Congregation for the Doctrine of the Faith (CDF). If the alleged abuse occurred within the canonical statute of limitations or if the alleged action took place beyond the statute of limitations and the Abbot believes the case warrants it, he may request derogation from the statute of limitations. The acts include the Abbot's *votum*, as well as his suggestion for future action. A *votum* and observations of the case by the investigator are also included with the acts of the case.²
3. The Abbot shall propose remedies for the damage resulting from the child abuse.

E. Response of the Congregation for the Doctrine of the Faith

Upon receiving the referral from the Abbot, the Congregation for the Doctrine of the Faith will choose one of the following:

1. Reserve the case to itself because of special circumstances; or
2. Notify the Abbot of its decision that the Abbot should proceed with the judicial penal process;
or
3. Advise the Abbot that the case warrants referral to the Holy Father for a *dismissio ex officio* of the cleric concerned; or
4. Authorize the Abbot to use the administrative penal extrajudicial process of canon 1720 with referral to the congregation for the doctrine of the faith for dismissal by decree.

² A Resource, p. 14.

F. The Judicial Trial

Should the Congregation for the Doctrine of the Faith notify the Abbot to proceed with the judicial penal process, the Abbot arranges for a canonical trial through the regional tribunal established for this purpose. The Abbot then transfers the acts of the preliminary investigation to the promoter of justice. The penal procedure is conducted according to the Code of Canon Law³.

1. If a permanent penalty has not been applied, the Abbot can exercise his power of governance by imposing an administrative remedy “to remove the offending cleric from office, to remove or restrict his faculties, and to limit his exercise of priestly ministry.”
2. The Abbot ensures that the penalized cleric who is not dismissed has those things that are necessary for his decent support. The Abbot provides for the dismissed cleric who is truly in need.

G. Appeals and Recourses

Because of the exclusive competence of the CDF in matters of *delicta graviora*, including the child abuse of a minor by a cleric, all appeals and recourses must be directed to the CDF, both with regard to any preliminary decisions by the CDF, as well as decisions in first instance by lower tribunals.

1. A judicial appeal against a first instance sentence in penal trials concerning *delicta graviora* is heard by the CDF Tribunal at second instance. The decision of the CDF Tribunal is final.
2. Hierarchical recourses against administrative Acts of Abbots and Bishops concerning cases of those accused or found guilty of a *delictum gravior* are made to the CDF. A further recourse against the ensuing decision of the CDF is possible to the Ordinary Session of the CDF (*the Feria IV*). Recourse to the Apostolic Signatura has been excluded in these cases (decision of the Holy Father, 2/14/03).

H. Care of the Rights of All Parties

Care will always be taken to protect the rights of all parties involved, particularly those of the person claiming to have been abused and the person against whom the charge has been made. When the accusation has proven to be unfounded, every step possible will be taken to restore the good name of the person falsely accused.

³ A Resource. P. 17.

APPENDIX B

ALLEGATIONS AGAINST CLERICS NOT OF MOUNT ANGEL ABBEY

If an allegation of child abuse is made against a cleric employed but not under the canonical authority of the Abbot of Mount Angel Abbey, the Abbot or his delegate notifies the cleric's Diocesan Bishop or religious ordinary. The accused cleric may be placed on administrative leave from his duties at the discretion of the Abbot, if this has not already been done by the accused's ordinary. If child abuse is admitted or established, the accused person shall be permanently removed from all ministries at Mount Angel Abbey and Seminary. Civil authorities are notified if the complaint is subject to reporting under Oregon law, and if this has not yet been done, the Abbey will file a report and cooperate fully with the civil and criminal authorities in their investigation. (See Section III, C.)

APPENDIX C

REPORTING WARNING SIGNS THAT COULD LEAD TO CHILD ABUSE

- A. The following are examples of warning signs of potential child abuse.
1. **Some warning signs of preferential offenders:**
 - a. Finds reasons to spend time alone with minors.
 - b. Prefers time with minors to time with peers.
 - c. Gives gifts to minors, especially without permission.
 - d. Goes overboard with physical contact with minors.
 - e. Always wants to wrestle or tickle minors.
 - f. Shows favoritism toward certain minors.
 - g. Treats minors like equals or adults.
 - h. Keeps secrets with minors.
 - i. Ignores policies about interacting with minors.
 - j. Breaks the rules.
 - k. Uses inappropriate language with minors.
 - l. Tells “off-color” jokes to minors.
 2. **Some warning signs of situational offenders:**
 - a. Excessively uses alcohol.
 - b. Uses illegal drugs.
 - c. Experiences anxiety or depression.
 - d. Has trouble coping with loneliness.
 - e. Has trouble facing rejection or disappointment.
 - f. Has trouble coping with personal loss.
 - g. Feels unappreciated and unrewarded for hard work.
 - h. Becomes increasingly dependent on a “convenient” relationship with a minor, such as a minor who works in the house or is already involved with the individual.
- B. How should monks respond to warning signs in another monk at the Abbey?
1. The concerned member should make a verbal report to the Abbot or Prior within 24 hours of observing the unhealthy boundaries or relationship of another member with a minor. If possible, the name of the person reporting will not be disclosed.
 2. The Abbot and Prior will consult with each other about the issue, and will carefully consider the severity of the boundary violation.
 3. The Abbot or Prior will summarize the report in written form and investigate within 24 hours.
 4. A follow-up report will be written after the investigation.

Note: If a member does not feel he can speak about the violation directly to the Abbot or Prior, he can write an anonymous note to them explaining his observation in detail.

The Abbey will provide support and assistance to any monk of Mount Angel Abbey who discloses to the Abbot, or another superior, concerns about his own attraction to minors or boundaries with minors. Such support and assistance may include, but may not be limited to, appropriate evaluation and/or treatment.

C. How should Abbey personnel and seminarians respond to warning signs in others at the Abbey?

Warning signs in seminarians should be reported to the President-Rector. Warning signs in personnel and volunteers should be reported to the Office of Child Protection or to the Abbot.

APPENDIX D

POLICY FOR VISITING RELIGIOUS

This policy pertains to “visitors”, i.e., monks and other religious who are not incorporated in Mount Angel Abbey by profession, but seek to reside at the Abbey for a period of time due to transfer, a special ministerial assignment, enrolled in Mount Angel Seminary, or to enjoy the benefits of a sabbatical. In these cases, the following guidelines apply:

1. When accepting a “Visitor” from another monastery or from a different Institute for the above-mentioned reasons, the Abbot of Mount Angel Abbey must receive the written permission of that Visitor’s Abbot or other Major Superior.
2. The Abbot or Major Superior of the sending monastery or Institute must send a letter to the Abbot of Mount Angel Abbey affirming the Visitor’s good standing and suitability and attesting to the lack of reports of inappropriate behavior with minors (cf. C. SCREENING PROCEDURES).
3. The Abbot or Major Superior of the sending monastery or Institute must provide his written opinion regarding the Visitor’s moral, intellectual, physical, and psychological attributes of the Visitor.
4. The Abbot or Major Superior of the sending monastery or Institute must provide a list of work/volunteer assignments and ministries in which the Visitor may have participated in, especially those involving youth, and the name of the Visitor’s supervisor.
5. The Abbot of Mount Angel will request reference letters from said supervisors in which the supervisor attests to the Visitor’s cooperation, collaboration, and competence during the Visitor’s employment.
6. The Abbot of Mount Angel Abbey and the Abbot or Major Superior of the sending monastery or Institute and the Visitor will sign an agreement that includes:
 - a. The reason why the Visitor will be residing at Mount Angel Abbey.
 - b. A description of the Visitor’s role and expectations regarding his residence at Mount Angel Abbey.
 - c. Any and all work or volunteer assignments and ministries the Visitor will be participating in, especially those involving youth.
 - d. Indication of a probationary period, if any, expectations during that period, and any violation that would merit immediate removal of the Visitor from Mount Angel Abbey.
7. Mount Angel Abbey will provide the receiving Visitor with a copy of the Abbey’s Policy on the Protection of Youth and Minors, and will request that the Visitor sign a document acknowledging its receipt and agreeing to adhere to the Policy. A copy of this document will be kept on file in the Office of Child Protection, in the Visitor’s file and be easily accessible by the Abbot of Mount Angel Abbey. (If the Visitor attends Mount Angel Seminary a copy of this acknowledgment form is found in his seminary file as well.)

8. Mount Angel Abbey will provide the Visitor with an orientation program regarding the Mount Angel Abbey's Policy on the Protection of Youth and Minors, as well as other pertinent information established by Mount Angel Abbey such as Visitors, e.g., criminal background check, educational training, etc.
9. The Visitor will complete Safe Environment Training, which covers the basic concepts of the protection of youth and minors and the state's mandatory reporting requirements before he initiates any work with minors.
10. The Abbot of Mount Angel Abbey/President-Rector of Mount Angel Seminary through the pastoral office of the seminary will communicate with any local supervisor(s) assigned to the Visitor in his work/volunteer assignments/ministry every six months.
11. If the Visitor is a monk or religious in temporary profession he is under the care and supervision of the Junior Master. If the Visitor is a monk in solemn vows or perpetual profession, he is under the care and supervision of the prior of the monastery. These superiors will meet with such Visitor's on a regular basis.
12. As all monks of Mount Angel Abbey, a Visitor is expected to follow the norms found in the Customary of Mount Angel Abbey and is expected to follow the daily horarium and to participate in the common exercises of the community life including include receiving permissions to miss a common exercise or to leave the Hilltop. Common exercises include:
 - a. The Liturgy of the Hours
 - b. Daily community Mass
 - c. Meals
 - d. Recreation
 - e. Conferences
 - f. Saturday House job
 - g. If the Visitor attends the seminary, he is expected to follow all the norms set down by seminary as well.

"Visitors" in this context are considered "Abbey personnel." See E-14, C. Other Definitions,

"b. All priests, deacons, and religious of other jurisdictions employed by Mount Angel Abbey or residing at Mount Angel Abbey and seminary for more than on month."

APPENDIX E

DEFINITIONS

The Oregon Revised Statutes mandating reporting of child abuse is ORS 419B.010. A portion of that statute is set forth below. ORS 419B.010 provides that any person making a good faith report under the statute is immune from any civil or criminal liability for making that report. Absent the narrowly defined privileges set out in ORS 40.225A0.297, failure to report under the statute is a misdemeanor criminal offense. Retaliation against any person for making such a report is also prohibited. The following is an excerpt from the statute and should be used only as a guide. Further, statutes are amended from time to time, so the current complete statute should be consulted if any questions arise.

419B.005 Reporting of Child Abuse

A. Definitions As Used... unless the specific context requires otherwise:

1. “Child” means an unmarried person who is under 18 years of age, including emancipated youth.
2. “Minor” means a person under the age of 18 years.
3. “Abuse” includes any assault, physical or mental injury, sexual abuse or exploitation, negligent treatment or maltreatment of a child; as defined in ORS Chapter 163 and ORS 419B.005, to include:
 - a. Any assault or physical injury to a child that has been caused by other than accidental means, including any injury which appears to be at variance with the explanation given of the injury.
 - b. Any mental injury to a child, which includes observable and substantial impairment of the child’s mental or psychological ability to function caused by cruelty to the child.
 - c. Rape of a child, including but not limited to rape, sodomy, unlawful sexual penetration and incest.
 - d. Sexual abuse.
 - e. Sexual exploitation, including, but not limited to: Sexual exploitation, including, but not limited to:
 - 1) Contributing to the sexual delinquency of a minor, as defined in ORS chapter 163, and any other conduct which allows, employs, authorizes, permits, induces or encourages a child to engage in the performing for people to observe or the photographing, filming, tape recording or other exhibition which, in whole or in part, depicts sexual conduct or contact, as defined in ORS 167.002 (Definitions for ORS 167.002 to 167.027) or described in ORS 163.665 (Definitions) and 163.670 (Using child in display of sexually explicit conduct), sexual abuse involving a child or rape of a child, but not including

any conduct which is part of any investigation conducted pursuant to ORS 419B.020 (Duty of department or law enforcement agency receiving report) or which is designed to serve educational or other legitimate purposes; and

- 2) Allowing, permitting, encouraging or hiring a child to engage in prostitution or to patronize a prostitute, as defined in ORS chapter 167.
 - f. Negligent treatment or maltreatment of a child, including but not limited to the failure to provide adequate food, clothing, shelter or medical care.
 - g. Threatened harm to a child, including substantial risk of harm to the child's health or welfare.
 - h. Buying or selling a person under the age of 18 as described in ORS 163.537.
 - i. Permitting a person under 18 years of age to enter or remain in or upon premises where methamphetamines are being manufactured.
 - j. Unlawful exposure to a controlled substance, as defined in ORS 475.005, that subjects a child to a substantial risk of harm to the child's health and safety.
4. "Law enforcement agency" means:
- a. Any city or municipal police department;
 - b. Any county sheriff's office;
 - c. The Oregon State Police;
 - d. The county juvenile department

B. Definition of Mandatory Reporters

The Oregon legislature makes periodic changes to the state's mandatory reporting law. For example, HB 4016 (effective January 1, 2013) adds an employee of a higher education institution, as well as physical, speech or occupational therapist, to the list of public or private officials required to report child abuse to law enforcement or the Department of Human Services.

According to Oregon Revised Statute 419B.010 "Any public or private official having reasonable cause to believe that any child with whom the official comes in contact has suffered abuse or that any person with whom the official comes in contact has abused a child shall immediately report or cause a report to be made..." Below is the current list of mandatory reporters according to Oregon law:

1. Physician, osteopathic physician, physician assistant, naturopathic physician, podiatric physician and surgeon, including any intern or resident
2. Dentist
3. School employee, including an employee of a private institution of higher education located in Oregon
4. Licensed practical nurse, registered nurse, nurse practitioner, nurse's aide, home health aide or employee of an in-home health service

5. Employee of the Department of Human Services, Oregon Health Authority, State Commission on Children and Families, Child Care Division of the Employment Department, the Oregon Youth Authority, a county health department, a community mental health program, a community developmental disabilities program, a county juvenile department, a licensed child-caring agency or an alcohol and drug treatment program.
6. Peace officer.
7. Psychologist.
8. Member of the clergy.
9. Regulated social worker.
10. Optometrist.
11. Chiropractor.
12. Certified provider of foster care, or an employee thereof.
13. Attorney.
14. Licensed professional counselor.
15. Licensed marriage and family therapist.
16. Firefighter or emergency medical services provider.
17. A court appointed special advocate, as defined in ORS 419A.004.
18. A child care provider registered or certified under ORS 657A.030 and 657A.250 to 657A.450.
19. Member of the Legislative Assembly.
20. Physical, speech or occupational therapist.
21. Audiologist.
22. Speech-language pathologist.
23. Employee of the Teacher Standards and Practices Commission directly involved in investigations or discipline by the commission.
24. Pharmacist.
25. An operator of a preschool recorded program under ORS 657A.255.
26. An operator of a school-age recorded program under ORS 657A.257.
27. Employee of a private agency or organization facilitating the provision of respite services, as defined in ORS 418.205, for parents pursuant to a properly executed power of attorney under ORS 109.056.
28. Employee of a public or private organization providing child-related services or activities, including but not limited to youth groups or centers, scout groups or camps, summer or day camps, survival camps or groups, centers or camps that are operated under the guidance, supervision or auspices of religious, public or private educational systems or community service organizations

29. A coach, assistant coach or trainer of an amateur, semiprofessional or professional athlete, if compensated and if the athlete is a child.

*Psychiatrist, psychologist, clergyman, or attorney shall not be required to report information communicated to him by a person if the communication is privileged under ORS 40.225 to 40.295 or 419B.234.

C. Other Definitions

For purposes of this policy statement, the following terms have the meaning indicated:

1. Abbot: the Abbot of Mount Angel Abbey. For purposes of this document, references to the Abbot assume that in his absence the Prior of the monastery has the necessary authority.
2. Abbey: Mount Angel Abbey as a corporate entity includes but is not limited to the Monastery, Seminary, Library and the Retreat House.
3. Abbey personnel includes the following categories:
 - a. All monks in solemn profession, temporary profession, novitiate, and postulancy of Mount Angel Abbey;
 - b. All priests, deacons, and religious of other jurisdictions employed by Mount Angel Abbey or residing at Mount Angel Abbey and seminary for more than one month;
 - c. All paid personnel of Mount Angel Abbey;
 - d. All volunteers.
4. President-Rector: the President-Rector of Mount Angel Seminary cares for daily supervision of the entire Seminary and is responsible for implementing the Program for Child Protection as it applies to seminarians. He works in collaboration with the Office of Child Protection when an allegation of child abuse is received against a seminarian.
5. Seminarians: any students who have been admitted to Mount Angel Seminary.
6. Coordinator of the Office of Child Protection: an individual designated by the Abbot to receive and coordinate the handling of allegations of child abuse by Abbey personnel and seminarians.
7. Semblance of Truth: an allegation that has been made is credible but not yet proven. A canonical investigation of an alleged crime should be implemented when the allegation appears “realistic” that the delict took place.

APPENDIX F

RESOURCES

Further information about the following list of resources is available by contacting:

OFFICE OF CHILD PROTECTION

Coordinator: 503-845-3515
E-mail: ocp@mountangelabbey.org
Mount Angel Abbey
1 Abbey Drive
Saint Benedict, Oregon 97373

ARCHDIOCESE OF PORTLAND IN OREGON

www.archdpdx.org

UNITED STATES CONFERENCE OF CATHOLIC BISHOPS

www.usccb.org/ocyp

CHARTER FOR THE PROTECTION OF CHILDREN

www.usccb.org/issues-and-action/child-and-youth-protection/charter.cfm

PRAESIDIUM, INC.

www.praesidiuminc.com
View Praesidium's free quarterly Safety Bulletin under the "Blog" link. Subscribe to receive the Safety Bulletin by contacting SafetyBulletin@PraesidiumInc.com.

SEX OFFENDER REGISTRY

US Department of Justice
www.nsopw.gov
State of Oregon
sexoffenders.oregon.gov

CHILD ABUSE PREVENTION

Prevent Child Abuse America
www.preventchildabuse.org

Childhelp
www.childhelp.org

Oregon Department of Human Services

www.oregon.gov/DHS/children

Child Abuse and Neglect Reporting Numbers

www.oregon.gov/DHS/children/child-abuse/pages/reporting-numbers.aspx

Marion County: 800-854-3508 (during regular business hours) or 911 (after hours)

CDC: Preventing Child Sexual Abuse within Youth-Serving Organizations

www.cdc.gov/ViolencePrevention/pdf/PreventingChildSexualAbuse-a.pdf

INTERNET SAFETY

FBI: Internet Safety for the Wired Generation

www.fbi.gov/news/stories/2004/september/cac090104

COMMUNITY ORGANIZATIONS

Oregon Sexual Assault Task Force

www.oregonsatf.org

National Center for Missing & Exploited Children

www.missingkids.com

CONFERENCE OF MAJOR SUPERIORS OF MEN

www.cmsm.org



MOUNT ANGEL
ABB EY & S E M I N A R Y

OFFICE OF CHILD PROTECTION

503.845.3515

ocp@mountangelabbey.org

1 Abbey Drive | Saint Benedict, Oregon 97373

MOUNTANGELABBAY.ORG