

**RESPONSIBLE MINISTRY**  
**ANNUAL REFRESHER PRESENTATION**  
**MULTIPLE CHOICE QUESTIONS**

The best way to answer this questionnaire is to have your DVD playing, your finger on the pause button of your remote, and your pen and questionnaire ready. Pause the DVD as needed to respond to the questions.

<u>Name</u>	<u>Date</u>	<u>Parish</u>	<u>Ministry Position</u>
_____	_____	_____	_____

  

- Why are we implementing our Responsible Ministry?
  - Because the Insurance Companies have mandated us to do so.*
  - It is good for and supports our ministry.*
  - We want to impress others with our diligence.*
  - Only points a and b*
  - All of the above*
- What is the purpose(s) behind the creation of our *Responsible Ministry*?
  - Prevent abuse of children, youth and vulnerable adults*
  - Protect vulnerable persons*
  - Train & support clergy, employees and volunteers*
  - Provide process for reporting incidents of abuse, neglect and harm*
  - Protect ministry personnel against false allegations of wrong doing*
  - All of the above*
- Who does the responsible ministry protection plan protect?
  - Children and youth*
  - Vulnerable adults and all ministry personnel*
  - Ministry personnel only*
  - Children, youth, vulnerable adults and all ministry personnel*
  - None of the above*
- What is the definition of someone who is a Ministry Personnel?
  - An individual who has completed a police records check.*
  - An individual who has taken the 2 hour orientation.*
  - An individual who completed the preparation for Responsible Ministry 2- years ago.*
  - An individual who has successfully completed the recruitment and preparation procedures of our Pastoral Approach to Responsible Ministry including the most recent one hour refresher.*

5. What is high risk ministry?
  - a. *Any ministry in the parish*
  - b. *Any ministry done by the clergy or employees of the parish which has created a position of trust between children, youth or vulnerable adults.*
  - c. *Ministry involving children or youth when accompanied by their parents*
  - d. *A position where children or youth are not accompanied by their parents, where there is a relationship of trust between ministry personnel and children or youth, or where there is a ministry to the vulnerable.*
6. Who needs to be screened?
  - a. *All parish volunteers, clergy, full and part-time employees*
  - b. *Volunteers in a high risk ministry, clergy, full and part-time employees*
  - c. *Volunteers in a high risk ministry position*
  - d. *Full and part-time employees including the clergy*
7. What are the different categories of abuse?
  - a. *Physical and sexual*
  - b. *Physical, sexual, emotional, financial*
  - c. *Physical, sexual, emotional, neglect*
  - d. *Physical, sexual, emotional, neglect, financial*
8. What is a Position of Trust?
  - a. *A relationship between children, youth or vulnerable adults and the ministry personnel.*
  - b. *A relationship between children and youth and the clergy.*
  - c. *A relationship between children and their parents.*
  - d. *A relationship between a teacher and their students.*
9. Does Protocol guarantee that no abuse will occur?
  - a. *No*
  - b. *Yes*
  - c. *Maybe*
  - d. *I don't know*
10. What are we responsible for?
  - a. *The way we minister*
  - b. *Preparing ourselves to minister responsibly*
  - c. *On-going training*
  - d. *Reporting suspected abuse to the appropriate authorities*
  - e. *All of the above*

11. What is the 2-adult rule?
  - a. *A minimum of two adults are to be present when there are children, youth or vulnerable adults in the room.*
  - b. *A minimum of two un-related ministry personnel are present for supervision with children, youth or vulnerable adults, except in the event of an emergency.*
  - c. *A minimum of two adults must plan all events for children, youth or vulnerable adults.*
  - d. *A minimum of two un-related adults are present in the room with children, youth or vulnerable adults.*
12. What is the procedure if 2 ministry personnel are not available for high risk ministry?
  - a. *One teacher in the classroom with, class room door open and a hall monitor.*
  - b. *Meet in a public space with doors unlocked with the reasonable assumption that anyone (for example a parent) could come in at any time.*
  - c. *An adult not prepared for Responsible Ministry can be present but cannot be left in position of trust and must be encouraged to be prepared for Responsible Ministry.*
  - d. *All of the above.*
13. What is a key point that will help with one to one meeting?
  - a. *Have the meeting in a private place so as to protect a person's privacy*
  - b. *Have the meeting in a public location*
  - c. *Worry about what other people think*
14. Can unscreened personnel be left in a position of trust?
  - a. *No*
  - b. *Yes*
  - c. *Maybe*
  - d. *I don't know*
15. Whose names are recorded on the attendance sheet for children's and youth programs?
  - a. *participants in the program*
  - b. *program leaders*
  - c. *any visitors to the programs (unscreened adults, pastor, anyone)*
  - d. *all of the above*
16. How often should attendance be taken?
  - a. *each time the group gathers*
  - b. *at the first meeting of the year*
  - c. *once a month*
  - d. *whenever the ministry personnel choose to*

17. When should attendance records/ pastoral records be sent into the Diocesan Office?
  - a. *June and December*
  - b. *Never, keep on file at the parish*
  - c. *Every week*
  - d. *Attendance records are not required*
18. How often do we need to fill out Registration and Health forms?
  - a. *Each new ministry year*
  - b. *Every month*
  - c. *The first time a person joins the program*
  - d. *Never*
19. Does the registration form (Appendix 9) cover extra-ordinary events like attending Altar Server Appreciation Day?
  - a. *Yes*
  - b. *No*
  - c. *Maybe*
  - d. *I don't know*
20. What is required in order to host a children or youth event in a home?
  - a. *This type of event is not allowed under Responsible Ministry Protocol*
  - b. *This event can proceed only if the parent and one un-related adult is present, which will then enact the 2 person rule.*
  - c. *This event can proceed if two adults are present.*
  - d. *This event can proceed if the pastor okays it.*
21. In general where can one respectfully touch another?
  - a. *In any area not covered by a decent bathing suit.*
  - b. *One arm hugs, shoulder to shoulder hugs, back or shoulder.*
  - c. *Legs and arms.*
  - d. *All of the above.*
22. Once screened what are the follow-up steps?
  - a. *Must take 1 hour protocol refresher training each year.*
  - b. *Police record check for employees is every 3 years and volunteers is 5 years.*
  - c. *Must fill out the ministry application every year*
  - d. *All of the above*
  - e. *Only a and b*

23. When must you report abuse?
- If you suspect abuse*
  - Never*
  - Only when you are 100% sure abuse is occurring.*
  - Only if Social Services is not already involved*
24. When a child discloses abuse, how are we to respond?
- Believe in child*
  - Listen calmly*
  - Don't make promises*
  - Reassure child*
  - Record facts*
  - Report immediately*
  - All of the above*
25. If someone over 18 reports abuse that has occurred at the parish, what do you do?
- Call the police or social services*
  - Do nothing*
  - Report it to the diocesan delegate or his deputy.*
  - Talk to the person perpetrating the abuse and tell them to stop*
26. What happens if you don't report expected abuse?
- You will be sent to jail*
  - You will be fined*
  - Could receive up to a \$25,000 fine, jail term or both*
  - Nothing*
27. Who do you report to?
- Social services officer*
  - Community Crisis Center Unit*
  - Police Officer*
  - First Nations Child and Family Services Agencies*
  - Anyone of the above*
28. What is a PRMC?
- Protocol Responsible Ministry Committee*
  - Prison Responsible Ministry Commission*
  - Parish Responsible Ministry Committee*
  - Parish Reasonable Ministry Committee*