



THE EPISCOPAL DIOCESE OF PITTSBURGH ~ COMMISSION ON MINISTRY MANUAL

FORM J: Background Check

OVERVIEW

The background check is conducted by Oxford Documents Company. You will receive a packet in the mail from their representative, and you should complete the information and return it as instructed.

THE RESULTS

The results of the check will be sent to the bishop for evaluation. The results are kept in the discernment file and labeled as confidential.

PAYMENT

The cost of the Oxford Background check is borne by the diocese. The cost of the State and FBI background checks are borne by the diocese, initiating these background checks is the responsibility of the discerner.

ACKNOWLEDGMENT

I understand the requirements of the background check and agree to participate by fully disclosing the information that will be requested of me and to reimburse the diocese for the full cost.

Name _____

Signature _____

Date _____

Completed original forms should be submitted to:

The Episcopal Diocese of Pittsburgh
Attention: Executive Assistant to the Bishop
325 Oliver Avenue, Suite 300
Pittsburgh, PA 15222

Or electronically to arath@episcopalpgh.org

Copies scanned/sent/emailed to Chair, Commission on Ministry, jlsphone1@gmail.com