**Kentucky law**—
All are required to report suspected abuse.
(See Sexual Abuse Policy Article 7.1)

**What do I do?**
Follow arrows below.

- Is allegation against parent or primary caregiver?
  - Yes
    - For all counties report to KY Child Protection Hotline:
      - 1-877-KYSAFE1 (1-877-597-2331)
  - No
    - What is current age of alleged victim?
    - Under 18?
      - Yes
        - Appropriate Church personnel (priest, etc.) should contact parent or primary caregiver to offer spiritual support.
      - No
        - No formal report to diocese necessary, but may call Office of Safe Environment for support/assistance. 270-683-1545
    - Age 18 +
      - Encourage alleged victim to report to civil authorities (for protection of others).

- Contact immediate supervisor (e.g., pastor/principal/event supervisor) to inform.

- Contact diocese promptly by calling Pastoral Assistance Coordinator (PAC):
  - DEDICATED PHONE #
    - 270-852-8380

**Diocesan Office of Administration notified for liability follow-up.**

**Diocesan response continues on page 2.**

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Diocesan Response to Reports of Child Abuse

From p.1

Pastoral Assistance Coordinator (PAC) contacted via dedicated phone line.

Pastoral Assistance Coordinator:
- collects basic information
- discusses Informed Consent issues
- explains PAC’s role as one who will assist alleged victim through Church’s processes.

PAC reports allegation to civil authorities (e.g. local police or Commonwealth Attorney) promptly. (SAP 8.5)

PAC determines that Bishop/delegate, Bishop’s Liaison to Review Board, and Review Board chairperson are notified of allegation. (SAP 8.5)

Review Board Chairperson contacts civil authorities to ensure report is received. (SAP 8.5)

PAC submits written report regarding allegation to Bishop. (SAP 8.5)

Each reported incident is initially evaluated by Bishop and in consultation with Review Board chairperson, Bishop’s Liaison, and/or others with relevant expertise. (SAP 8.8, SAP 8.4)

Is accused a clergy person incardinated to a different diocese or religious order?

YES

Bishop (or delegate) notifies accused’s superior about allegation. (SAP 8.9)

NO

Based on evaluation of initial information received, is further investigation needed?

YES

Parties are notified of disposition. (SAP 8.10, SAP 8.1)

NO

Preliminary investigation is opened. (SAP 8.10, SAP 8.4)

PAC's written record of allegation and all information about investigation and results will be kept by Bishop and/or Bishop’s Liaison. (SAP 8.6)

Is accused currently in active ministry for diocese?

YES

Accused individual’s activities immediately restricted during continuing investigation stages (SAP 8.11)

NO

Bishop notifies accused and alleged victim and continues offer of pastoral assistance, as appropriate. (SAP 8.14.1, 8.14.2, 8.13.)

Allegation and all information from initial evaluation is entrusted to Review Board. (SAP 8.12)

Can diocesan investigation proceed without harming civil investigation? (SAP 8.12)

NO

Diocese’s preliminary investigation proceeds, with Review Board evaluating collected information and making recommendation to Bishop. (SAP 8.12.1)

YES

Allegation proved false?

NO

Accused is terminated from any positions within the diocese (SAP 8.13.2), and if a cleric, is removed permanently from public ministry (SAP 8.13.3).

Allegation substantiated (accused admits to, does not contest, or is found guilty in civil court)?

YES

Bishop determines any further internal action based on specifics of case. (SAP 8.12.2)

NO

All reasonable steps taken to help restore reputation of falsely accused and the Church (SAP 8.14.1)

Allegation unsubstantiated (not proved true)?

YES

Bishop determines any further internal action based on specifics of case. (SAP 8.12.2)

NO

Bishop notifies accused and alleged victim and continues offer of pastoral assistance, as appropriate. (SAP 8.14.1, 8.14.2, 8.13.)