



Application for Faculties & Short – Term Ministry For the Diocese of Ballarat

This form should be completed by all visiting Clergy from other **Dioceses of Victoria, or other States or Territories** in Australia. **PRIOR** to providing religious services within the Catholic Diocese of Ballarat.

The completed form should be forwarded via email to: bishopsoffice@ballarat.catholic.org.au

OR posted to: Bishop's Office P.O Box 121 Ballarat Victoria 3353. (*** Indicates Mandatory Fields to be completed**)

Clergy Individual Details		
* Full Legal Name		
* Religious Name & Title		
* Date of Birth		
* Mobile Number		* Email Address:
* Postal Address		
Church Authority Details		
* Current Diocese or Religious Order		
* Church Authority - Name of Bishop/Vicar General/ Provincial		* Email Address:
Details of Visit		
* Date(s) of Visit		
* Parish/School/Community in the Ballarat Diocese where services are being provided during visit or appointment		
* Reason for Visit, (e.g. Presiding/Concelebrating Mass, attending/ presenting at a Conference/Workshop/Retreat, Studies/Mission work, Youth Ministry/Retreat/ Hospital Visit, or any other reason.		
Confirmation of Good Standing		
* Australian Catholic Ministry Register Number (ACMR #)	<div style="border: 1px solid black; width: 150px; height: 20px; margin: 0 auto;"></div> <p style="color: red; font-size: small; text-align: center;">(If you do not have an ACMR #, you are also REQUIRED TO COMPLETE PAGE 2 overleaf)</p>	
* Working With Children Card Details (WWCC #)	* WWCC #: <div style="border: 1px solid black; width: 80px; height: 20px; display: inline-block;"></div>	* WWCC Expiry Date: <div style="border: 1px solid black; width: 150px; height: 20px; display: inline-block;"></div>
* State or Territory WWCC issued		
For Screening and Authority OFFICE use only		
Australian Catholic Ministry Register Number (ACMR #) ID	Date Checked:	<i>Result of Check (tick one)</i> Approved <input type="checkbox"/> No Current Information available, Refer to Church Authority (Bishop & VG to be advised) <input type="checkbox"/>
WWCC Clearance	Date Checked:	Verified and current <input type="checkbox"/>
Any other relevant information/Notes		
Checks & Verifications Completed by:		



IF YOU DO NOT HAVE AN ACMR NUMBER YOU ARE REQUIRED TO COMPLETE & RETURN

THIS PAGE ALSO.

DECLARATIONS RELATING TO PROFESSIONAL STANDING

APPLICANT

I, _____ hereby confirm the following:

(Enter your full name here)

- There have not been any substantiated complaints of abuse against me;
- There are no circumstances of which I am aware that could lead to a complaint of abuse against me;
- There are no other circumstances of which I am aware that may lead to a conclusion that I am an unacceptable risk to children, young people or vulnerable adults, or which might lead to a conclusion that I am not in good standing.

I understand that the Bishop of Ballarat may request that I undergo legal and other back ground checks/screening requirements prior to a grant of short term faculties being made.

.....
Signature of Applicant

Date: ____ / ____ / ____

Church Authority

I, _____

(Enter your full name here)

as the Applicant's relevant Church Authority, having made appropriate enquires where necessary, hereby confirm the following:

- There have not been any complaints of abuse against the Applicant of which this Church Authority is aware;
- There have not been any substantiated complaints of abuse against the Applicant of which this Church Authority is aware;
- There are no circumstances known to this Church Authority that could lead to a complaint of abuse against the Applicant;
- The Applicant is not considered by this Church Authority to be an unacceptable risk to children, young people or vulnerable adults; and
- The Applicant is currently in good standing with this Church Authority.

I understand that the Bishop of the Ballarat Diocese may request that the Applicant undergo legal and other background checks/screening requirements prior to a grant of short term faculties being made.

.....
Signature of Church Authority

Date: ____ / ____ / ____

National Catholic Safeguarding Standards

Indicator 5.7.1 of the National Catholic Safeguarding Standards requires Church entities to implement a system to assess the safeguarding credentials and manage the movement of all seminarians, clergy and religious moving between different seminaries, formation programs and Church jurisdictions. This includes dual declarations made by both the individual and the relevant Church Authority that verifies that the individual coming to exercise ministry in a new jurisdiction is currently in good standing, and records the movement and activities of those individuals.