



### FOR VISITING CLERGY AND RELIGIOUS

Prior to carrying out a ministry or apostolate within the Archdiocese, please complete the following steps:

1. Download the *Towards Healing* Priest's Personal (45.6) and Church Authority (45.7) Declaration forms at [www.cg.catholic.org.au](http://www.cg.catholic.org.au) > Go to Administrative Services > Visiting Clergy
2. Provide the following applicable registration details:
  - Your ACMR personal identification number OR
  - Your NSW Working with Children Check\* (WWCC)
  - Your ACT Working with Children & Vulnerable People\* card (WWVP) \* *Please apply or renew registrations if required*
3. Forward completed Declaration forms with your ACMR or WWCC and WWVP details (including full copy of card) to [ipss@cg.org.au](mailto:ipss@cg.org.au) for processing.



### OUR ARCHDIOCESE

Prior to the visit, IPSS will issue a confirmation email to:

1. The Parish Priest where the visit will take place
2. The visiting Clergy and Religious

The visiting Clergy's and Religious applicable WWCC and WWVP clearances will be noted the confirmation email.

The IPSS will record and verify all WWCC & WWVP registrations for all visiting Clergy & Religious within the Archdiocese.



### OUR PARISHES

Parishes will save and permanently archive all received confirmation emails for visiting Clergy and Religious for compliance purposes.

IPSS will also archive this information for compliance purposes.

### VISTING CLERGY and RELIGIOUS

requesting to carry out a ministry or apostolate within the Archdiocese will need to present their *Towards Healing* Declaration forms. A further requirement is compliance with child protection and vulnerable person regulations as outlined in this guide.

### Need more information?

Contact the Institute for Professional Standards and Safeguarding (IPSS)

Archdiocese of Canberra and Goulburn

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[jane.cronan@cg.org.au](mailto:jane.cronan@cg.org.au)

[www.cg.catholic.org.au](http://www.cg.catholic.org.au)

### Submit requests to:

IPSS, GPO Box 3089,  
CANBERRA ACT 2601

[ipss@cg.org.au](mailto:ipss@cg.org.au)