

Q. How will we know which clubs are certified?

A. There will be a list published on the Youth Services page after July 1 when certification starts.

Question: In the certification document, we can read: “Clubs are prohibited from being responsible for a vulnerable persons program without district certification. Failure to comply with these procedures will likely **invalidate your club’s insurance coverage.** “ **What if** the program is led by a District Leadership Team member, not a club?

A. District committees working with /responsible for vulnerable persons must comply with the District Protection Policy as well. All members of those district committees must be vetted, as is the case with Youth Exchange and RYLA. District volunteers are all members of clubs, and the required certification /vetting / volunteer process would be accomplished at their club level. When the paperwork is complete, it gets forwarded to either the Canadian or US D7040 Youth Protection Officer (YPO) for retention.

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You will need to be fully vetted, that means that you have gone through the 5-step process, before you can be alone in a vehicle with any vulnerable person. Even if there are two of you, one person needs to be fully vetted.

Rotaract students over 18 who were to transport anyone under 18 have to follow these rules also.

If you were the only person in your club who completed the whole process, it would probably allow your club to become certified as long as all the other items on the certification checklist are completed. The club needs to realize that the 1 to 8 ratio applies – 1 fully vetted person for every 8 youths.

Q. We submitted the youth exchange certification in December to Sheri Agnew. Our president was told this was the form we needed and due June 30th and it was the only one I found on the website. We also work on RYLA so we thought this would cover all. A bit confused.

A. I received your club certification application in the mail this morning. If this is for the Youth Exchange program, there is a different form for that purpose, and you should contact Joe Fontes, the incoming D7040 Y/E Chair. The application I received is for all other D7040 Vulnerable Persons Programs, as indicated under the Instructions, second paragraph on the first page. If you have any questions regarding our other vulnerable person programs, please contact me.

The club certification process you went through for youth exchange in Dec is good for youth exchange only. That process has been in place since 2005, and those forms were either sent directly to the club or downloaded from the D7040 Youth Exchange web site (the Y/E forms are not available on the district's web site).

The certification form you sent to me is new (and on the district web site) and required for all the other D7040 vulnerable person programs effective 7/1/15. The 2015 RYLA you and John worked on takes place this month and is not subject to this new requirement. If you want this certification application to cover RYLA 2016, or any other vulnerable person program for the new Rotary year, I'll need a separate signature page(s) indicating the program(s) and signed by the club's president and other specific program chair(s).

I hope this clarifies the process, but if you have any further questions, please let us know.

Can we do the training at a club meeting/day?

Q. I have a question about the Sexual Abuse and Harassment training. Is it possible for our club to host a club wide training day where the members who need this training can come together on a club assembly day all at once and finish this requirement? We do have access to a bank of computers at our local High School and we were thinking that we could get the training done in a convenient time for our members. Thank you and I look forward to your response.

Another form of the same question: Can we view the video section all together at a club meeting? Then each member completes printed out forms for the questions? This would help us tremendously as it would be difficult to get everyone to do this step at home on their own.

Answer. It would be possible for your club to do the online sexual abuse and harassment training as a club wide event. That open forum does offer time for discussion; however, each individual would still need to go online, zip through the training video, and take the test, as that's the only way for the results to be recorded in the data base. Perhaps your bank of computers could provide for that individual connectivity. I would still need to have a list of the individuals, along with their email address to provide the separate training links needed for each individual to sign on. If additional information is needed, please let me know.

Q. Do you have experience or suggestions re how to do as many steps of the certification process as possible as a club together at a club meeting? Does any other club have best practice to share?

A. The certification process can be done as a club to some extent. Each person would be given a volunteer application to fill in, which would then be collected by the person responsible for checking the references. If you were to do the form at the same time as you watched the NAYEN training video, it could work together and you would have an opportunity for dialogue. After the volunteer applications are completed, one person or a

committee would still need to check references and interview the applicant. In the end it comes down to each individual again.

Q. Definition of Vulnerable Persons

We discussed the policy at our Club Board meeting today and have more questions and comments. We distribute Christmas baskets to about 60 people identified by local social service agencies. Clearly the recipients fall into the rather wide definition of Vulnerable Persons.

Rotarians and some volunteers deliver the bags of food to the recipients and often go into their apartment to put the bags on the kitchen table or even in the fridge (some of the people are frail) and sometimes get invited in to chat a bit. Do we have to have at least one "Vetted" person in each delivery group? Also sometime people bring their children, or other youth along. Does that mean they would need the YPP vetting?

You seem to say the members of the VP program committee all need to be "Vetted" but in the case of the Christmas baskets most of the work is getting the lists, procuring the food, and preparing the bags none of which involves VP's.

The sample questions are all for the Youth program and many are irrelevant to VP programs. Do you have sample questions for the VP programs?

Do people who are already "Vetted" for the YPP need to go through it again for the VP programs?

A. In response to your questions and comments, I offer the following, and am copying DG Ariane as well for any comments she may have, and to include this email on the district web site for reference to others with similar situations.

Although the "basket" recipients may fall into the wide definition of Vulnerable Person, these individuals seem to be independent senior citizens that are responsible for themselves and not a responsibility of designated guardians or care providers. If that is the case, Rotary would not be responsible for them, and no specific protection action would be required by the club or volunteers. Conversely, if your club assumes responsibility for these VPs, then the protection policy must be followed, as well as certification (beginning July 1, 2015).

When volunteers bring their own children with them to help out, they retain responsibility for them, and no further action would be required. Should your Rotary volunteers work with children when the parents or legal guardians are not present, then the club would need to vet those volunteers, and club certification (beginning July 1, 2015) would be required.

When a Rotary Club has a program or project where they assume responsibility for vulnerable persons, all committee members for that program or project must be vetted, as well as the designated supervisors, using the 1:8 ratio.

We do not have specific sample questions for dealing with VP, however, those youth program samples may still be used by substituting VP for youth or children.

Volunteers currently vetted for YPP do not have to go through the process again for working with VP, as long as the dates for their vetting process (volunteer application, background check and training) are within the prescribed time frames.

I hope this helps, and if you have further questions or concerns, please contact me or DG Ariane.

Kevin J. Laplante
D7040 Youth Service Chair

