



Archdiocese of Regina

CONFIDENTIALITY

All verbal and written information must be kept in the strictest of confidence except when:

- A person threatens suicide;
- A minor (16 and under) reports physical or sexual abuse;
- A life is in danger;
- A person is in physical danger; threats have been made;
- A display of psychotic behavior;
- A situation occurs beyond the scope of your abilities.

If any of the above situations occur, an immediate report must be made to a Parish Volunteer Screening Committee Member and the Pastor.

This information is only accessible to the volunteer applicant, the Parish Volunteer Screening Committee Members and the Pastor.

Confidentiality is an important issue. All must be cognizant of potential liability should collected information become public. Allowing unauthorized persons access to confidential information constitutes a breach of privacy.

All applicants have the right to expect that personal information will be kept confidential. Guidelines on the maintenance and confidentiality of records must be explained to all volunteers and applicants. Applicants must also be informed that the file becomes the property of the parish and the Archdiocese. However, at any time, the candidate may examine the file. The candidate may also add personal information or documentation, such as certificates, to the file.

Limits of Confidentiality - Information Received in the Confessional

The sacramental seal is inviolable despite the requirements of the civil law, including “The Child and Family Services Act.” The penitent should, however, be encouraged to make disclosure outside of the Sacrament of Reconciliation.

