



Diocese of Armidale

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Catholic Chancery Office
3/131 Barney Street
PO Box 93
Armidale NSW 2350

This form should be filled out for all visiting clergy from other Dioceses **prior** to providing religious services within the Catholic Diocese of Armidale.

Visiting Priest Details

Full name:

Date of birth:

Current Address:

Email address:

Current Diocese or Religious Congregation:

Church Authority – Name of Bishop/Vicar General/ Provincial:

Parish(es) of the Diocese of Armidale to be visited:

Date(s) of visit:

Purpose of visit:

I have advised the parish priest of my intended visit and purpose of the visit

REQUIRED INFORMATION:

ACMR ID No. **AND** Working With Children Clearance information (see below) **OR**
If you do not have an ACMR No. you will need to provide:

WWCC information (see below) **AND complete Diocese of Armidale Professional Standards forms:** (these are available on the Diocese's website at <http://armidale.catholic.org.au/child-safe-parish-communities/>)

- **Towards Healing Declaration** (completed by visiting Priest)
- **Statement of Good Standing by Church Authority Declaration** (to be completed by appropriate Church authority eg Bishop, Vicar General, Provincial)

ACMR ID No:

NSW WWC No:

WWC No. Expiry Date:

Priests visiting Armidale who do not hold a NSW WWCC.

1. At the end of your visit, how many days will you have spent providing religious services in NSW this calendar year?

Less than 30 days. *Please proceed to question 2.*

More than 30 days. WWCC number or WWCC application is required. For more information regarding applications go to: <https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>

Note: the period of 30 days refers to the actual days spent providing religious services, eg celebrating Mass, hearing confession etc.

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| <p>2. Do you hold a working with children clearance for the state or territory in which you reside?</p> | <p><input type="checkbox"/> Yes. <i>Please provide details below.</i></p> <p>State or Territory: _____</p> <p>WWCC Number: _____</p> <p>WWCC expiry date: _____</p> |
| | <p><input type="checkbox"/> No, I am exempt from holding a working with children clearance in the state or territory in which I reside.</p> <p><i>Please provide details of the reason for the exemption below:</i></p> |
| | <p><input type="checkbox"/> No, I am not exempt from holding a working with children clearance in the state or territory in which I reside, however I do not have one.</p> <p><i>(NSW WWCC number or WWCC application is required. For more information regarding NSW Govt requirements please go to:</i></p> <p>https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check/who-needs-the-check</p> |

Please send the completed form to: chancery@armidale.catholic.org.au or Post to: Bishop's Secretary, Catholic Chancery Office, PO Box 93, Armidale NSW 2350

| FOR CHANCERY USE ONLY: | |
|--|--|
| ACMR ID Verification | <p>Result of Check: (Tick one)</p> <p><input type="checkbox"/> Approved.</p> <p><input type="checkbox"/> No current information available. <i>Refer back to applicant</i></p> |
| If no ACMR, please note the documents received: (both required) | <p><input type="checkbox"/> Towards Healing Declaration (completed by visiting priest)</p> <p><input type="checkbox"/> Statement of Good Standing by Church Authority declaration</p> |
| WWCC number verification | <p>Result of Check:</p> <p><input type="checkbox"/> Cleared</p> <p><input type="checkbox"/> Barred</p> <p><input type="checkbox"/> Interim Bar</p> <p><input type="checkbox"/> Not found</p> |
| Interstate WWCC number verification | |

This form should be kept regardless of whether the visiting priest is cleared to work with children.