

Georgia-Cumberland Conference  
**Local Church/School Implementation Process**  
Adventist Screening Verification

**Step 1** – Local board to organize and appoint the Volunteer Service Committee to give oversight to the Adventist Screening Verification.

**Step 2** – Review with the Volunteer Service Committee the recommended Child Protection Plan document and modify in accordance with local needs and guidelines.

**Step 3** – Select the Adventist Screening Verification program administrator who will complete the online training and screening and oversee the online process for volunteers.

**Step 4** – Present the Child Protection Plan to the church or school board for approval and implementation.

**Step 5** – Announce to the church the adoption of the new Child Protection Plan in providing a safe place for children with a proactive approach in preventing child abuse.

**Step 6** – Conduct a Child Protection Plan Orientation Session for all Ministry Volunteers, explaining the plan and outlining the Code of Conduct that will be expected of all adults who work with children and youth.

**Step 7** – Explain the Adventist Screening Verification online registration process and training course with background screening requirements. Require all current church/school employees and volunteers who work with children/youth to participate in the Adventist Screening Verification program. Encourage all ministry leaders to set the example by being the first to register and complete the Adventist Screening Verification program.

**Step 8** – Implement the use of the Adventist Screening Verification Form, Personal Reference Checking and Adventist Screening Verification program for all new volunteers who have completed the six-month waiting period.

**Step 9** – Monitor the results of the implementation of the Child Protection Plan by reviewing the Sterling Volunteers compliance reports and share the compliance data with your ministry leaders, pastor, and church/school board.

**Step 10** – See your church or school continue to practice steps in proactively providing a safe place where children are valued and supported with Christ-center ministry.