

ADDENDUM

to Review Board Policies

Sexual Abuse and Misconduct with Adults

- A. The requirement that a religious institute have an independent, advisory Review Board is one of the essential elements for promoting a safe environment. The procedure, operation and best practices for a Review Board are delineated in the foundational documents of the United States Conference of Catholic Bishops (USCCB):
- *Charter for the Protection of Children and Young People* and
 - *Essential Norms for Diocesan/Eparchial Policies Dealing with Allegations of Sexual Abuse of Minors by Priests or Deacons*
- and the Conference of Major Superiors of Men (CMSM):
- *Statement of the Assembly*
 - *Instruments of Hope and Healing* renamed *Accreditation Standards for Catholic Men's Religious Institutes*.
- B. The procedures and policies for a Review Board listed in this document are based on the above-listed documents.
- C. These documents and the requirements they stipulate are intended for situations involving the sexual abuse of a minor or a vulnerable adult.
- D. The governing bodies listed above have not expanded these documents to include the problems associated with sexual abuse and misconduct with adults.
- E. IDEALLY each religious institute would have two review boards: one for dealing with matters related to the sexual abuse of minors and vulnerable adults, and another dealing with matters related to sexual abuse and misconduct with adults.
- F. IN PRACTICE many religious institutes find it difficult to form one qualified, committed Review Board. In that case, it may be necessary to ask a Review Board to advise the Major Superior on both the sexual abuse of minors and the sexual abuse / misconduct with adults.

One Review Board with a Dual Focus

These specific recommendations are intended to assist a Review Board that considers both the sexual abuse of minors and the sexual abuse / misconduct with adults.

- A. Have two separate agendas, meetings and minutes. The second meeting may follow immediately after the first, but there should be a clear division between the two meetings.
- B. As much as possible the procedures for dealing with sexual abuse / misconduct with adults should match those dealing with the sexual abuse of minors as listed in this document. This includes:
 - i. Confidentiality,
 - ii. Constitution of the board,
 - iii. Terms of membership,
 - iv. Frequency of meeting,
 - v. Media and communication,
 - vi. Records retention,
 - vii. Required training for Review Board members,
 - viii. How information will be disseminated to Review Board members,
 - ix. Possible alternatives for the disposition of cases, and
 - x. Timeframe allotted for providing response once an allegation has been received by the Review Board.
- C. Before the Review Board members consider matters related to sexual abuse / misconduct with adults, they must understand the appropriate canonical procedures and civil penalties involved in these matters. It is clear that these are different from those associated with sexual abuse of minors.
- D. Similarly, the Review Board members must have background and training to understand the psychological dimensions and appropriate boundaries pertaining to (mis)conduct with adults. It is clear that these are different from those associated with the sexual abuse of minors.
- E. A Review Board dealing with sexual abuse / misconduct with adults should limit its focus to matters of a sexual nature. It is not appropriate for a Review Board to address matters of a non-sexual nature (i.e., non-sexual harassment or misconduct, bullying, racial or ethnic discrimination in the workplace.)