



## Mission Trip Questionnaire and Consent Form

*In an effort to ensure that the church and the activities in which our members are involved are "safe places", some precautionary measures are taken to protect our participants. This form is to be completed by all participants 16 years and older and submitted with their application.*

### **Legal and Lifestyle Concerns:**

In building a short-term mission team, we believe it is our responsibility to seek team members who are able to function in and contribute to healthy and nurturing relationships. An affirmative answer will not automatically preclude a person from involvement.

Are you using illegal drugs?  No  Yes

Have you ever gone through treatment for alcohol or drug abuse?  No  Yes

Will you consent to follow the ministry's guidelines in regard to prohibiting alcohol consumption while involved in a Missions Ministry event?  No  Yes

Have you ever been arrested and/or convicted of a crime?  
If Yes, please explain. \_\_\_\_\_

Have you ever had sexual relations with a minor?  No  Yes

Have you ever been accused or convicted of any form of child abuse?  No  Yes

Is there any reason you should not work with or be around minors?  No  Yes

Have you ever been the subject of a child abuse investigation?  No  Yes

Are you willing to be finger printed for state criminal conviction clearing?  No  Yes

To your knowledge, do you have any communicable diseases?  No  Yes

If yes, please describe. \_\_\_\_\_

As a participant in a Highland Oaks Church of Christ sponsored mission trip:

- I understand that a criminal background history check will be conducted by signing the attached consent form.
- I understand that it is my responsibility to provide a minimum of 3 references who may be contacted to provide corroboration of my qualifications to participate in a short-term mission project.
- I understand that if I suspect that a minor has been physically or sexually abused or neglected, that I am by law required to report this suspicion. I will not handle this situation myself, but will notify a staff member with my concerns.

## **Supervisory Requirements and Rules of Behavior**

- Team Approach. A minimum of two workers shall be present during any activity involving minors/students.
- No unrelated volunteer will be permitted to be alone with a minor/student behind a closed door.
- The following behaviors are prohibited for all volunteers:
  - Threatening or inflicting physical, verbal and/or emotional injury upon a minor or adult, other than by accidental means.
  - Committing any sexual offense against a minor or adult or engaging in any sexual contact with a minor or adult.
  - Making any kind of sexual advance, making a request for sexual favors, or engaging in other verbal, visual or physical conduct of a sexual nature.
- Using physical restraint to prevent a minor/student from doing something disruptive or dangerous may, in some instances, be necessary. Affirmation and encouragement are always appropriate.
- Disciplinary problems should be reported to the project leader, who in turn will notify the parent/legal guardian/custodian/authorities as deemed necessary.
- Physical affection should be used appropriately. Touching to comfort or affirm a team member or student in an age appropriate manner is permitted.
- Any person who refuses to comply with these policies and procedures or continues to violate them will be barred from further work with Highland Oaks Missions ministry.

I acknowledge that I have received and will abide by the HOCC Supervisory Requirements and Rules of Behavior.

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Signature

Date

### **REFERENCES**

Please list three (3) references who may be contacted to provide corroboration of my qualifications to participate in a short-term mission project.

Name	Address/City/State/Zip	Phone	Relationship

## Consent for Criminal Background History Check

I hereby give my permission for Highland Oaks Church of Christ to obtain information relating to my criminal history record. The criminal history record, as received from the reporting agencies may include juvenile offenses, arrest and conviction data, as well as plea bargains and deferred adjudications. I understand this information will be used, in part, to determine my eligibility for a volunteer position with this organization. I also understand I will have an opportunity to review the criminal history and a procedure is available for clarification if I dispute the record as received.

I, the undersigned, do, myself, my heirs, executors, and administrators, hereby remise, release, and forever discharge and agree to indemnify the reporting agency, Highland Oaks Church of Christ, and their officers, directors, employees, and agents harmless from and against any and all causes of actions, suit, liabilities, costs, debts, and sums of money, claims and demands whatsoever, and any and all related attorney's fees, court costs, and other expenses resulting from the investigation of my background in connection with my application to become a volunteer member.

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Signature

Date

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Last Name (Print)

First Name

Middle Name

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Maiden Name

Former Name

Date of Birth

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Street Address

City

State

Zip

Male

Female

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Driver's License #

\_\_\_\_\_  
State

### Transportation Information (for those who will be driving personal or church vehicles)

Vehicle Insurance Carrier: \_\_\_\_\_ Policy #: \_\_\_\_\_

List all accidents and infractions with dates that are reflected in your driving record:

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