



# Prayer Minister Forms 2021

## Verification Forms

The safety of the youth is our number one priority. The Steubenville Florida Conference Office works closely with each Diocese in Florida to ensure that all prayer ministers attending the conference have completed the Safe Environment Requirements in accordance of the policies under the “Charter for the Protection of Children and Young People.”

Each form below is specific to one of the seven (arch)dioceses in the state of Florida and one for out-of-state prayer ministers.

Submit the proper form to your home diocesan contact.

## Diocesan Contacts

### Diocese of Orlando

Signed and Sealed by your Parish Pastor

### Archdiocese of Miami

Viviana Yerex  
 Coordinator of Youth Ministry  
 Phone: 305-762-1185  
 Email: [vyerex@theadom.org](mailto:vyerex@theadom.org)

### Diocese of Palm Beach

Kathy Casey  
 Diocese of Palm Beach Safe  
 Environment Office  
 Phone: 561-775-9530  
 Email: [kcasey@diocesepb.org](mailto:kcasey@diocesepb.org)

### Diocese of Pensacola/Tallahassee

Jeanne M. Blake  
 Office of Human Resource and Safe  
 Environment  
 Phone: 850-435-3570  
 Email: [blakej@ptdiocese.org](mailto:blakej@ptdiocese.org)

### Diocese of St. Augustine

Vicky Rispoli  
 Diocese of St. Augustine Youth and  
 Young Adult Ministry  
 Phone: [904-262-3200 ext. 112](tel:904-262-3200)  
 Email: [vrispoli@dosaf.com](mailto:vrispoli@dosaf.com)

### Diocese of St. Petersburg

Kim Sbarra  
 Safe Environment Office  
 Phone: 727-344-1611 ext.5303  
 Email: [ks@dosp.org](mailto:ks@dosp.org)

### Diocese of Venice

Cara Smith  
 Diocese of Venice Background Screening  
 Coordinator  
 Phone: 941-441-1104  
 Email: [Smith@dioceseofvenice.org](mailto:Smith@dioceseofvenice.org)

### Out of Florida Diocese

Signed and Sealed by your home  
 Diocesan Office  
 (last form)

Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
 Verification Form for the Diocese of **Orlando**  
 Charter for the Protection of Children and Young People

As Pastor of \_\_\_\_\_ Church/Parish in the Diocese of **Orlando**, I hereby notify Catholic Servant Ministries, Inc that each adult listed below has been background checked and cleared in accordance with the policies of the Diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is listed on this declaration.

**Parish:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Pastor ONLY)
1.		

(PARISH SEAL)

\_\_\_\_\_  
Signature of Pastor

\_\_\_\_\_  
Date Verified and Signed

Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
 Verification Form for the Diocese of **Miami**  
 Charter for the Protection of Children and Young People

As Archbishop/Vicar General/Chancellor of the Diocese of **Miami**, I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that the adult listed below has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

**Parish/Group Name:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Archdiocesan Office ONLY)	Date of PGC (Completed by Archdiocesan Office ONLY)	VIRTUS Report Submitted (Completed by Archdiocesan Office ONLY)
1.				

\_\_\_\_\_  
 Signature of Archbishop/Vicar General /Chancellor

\_\_\_\_\_  
 Date Verified and Signed

Mail to:  
 Steubenville Florida  
 Catholic Servant Ministries, Inc.  
 4521 PGA Blvd. #173  
 Palm Beach Gardens, FL 33418

**Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
Verification Form for the Diocese of Palm Beach  
Charter for the Protection of Children and Young People**

As Bishop/Vicar General/Chancellor/Vice Chancellor of the Diocese of Palm Beach, I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that the adult listed below has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

**Parish:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Diocesan Office ONLY)	Date of PGC (Completed by Diocesan Office ONLY)
1.			

(SEAL)

\_\_\_\_\_  
Signature of Bishop/Vicar  
General/Chancellor/Vice Chancellor

\_\_\_\_\_  
Date Verified and Signed

Mail to:  
Steubenville Florida  
Catholic Servant Ministries, Inc.  
4521 PGA Blvd. #173  
Palm Beach Gardens, FL 33418

**Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
Verification Form for the Diocese of Pensacola-Tallahassee  
Charter for the Protection of Children and Young People**

As Bishop/Vicar General/Chancellor of the Diocese of Pensacola-Tallahassee, I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that the adult listed below has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

**Parish Name:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Diocesan Office ONLY)	Date of PGC (Completed by Diocesan Office ONLY)
1.			

(SEAL)

\_\_\_\_\_  
Signature of Bishop/Vicar General  
/Chancellor

\_\_\_\_\_  
Date Verified and Signed

Mail to:  
Steubenville Florida  
Catholic Servant Ministries, Inc.  
4521 PGA Blvd. #173  
Palm Beach Gardens, FL 33418

**Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
Verification Form for the Diocese of St. Augustine  
Charter for the Protection of Children and Young People**

As Bishop/Vicar General/Chancellor of the Diocese of St. Augustine, I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that the adult listed below has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

**Parish:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Diocesan Office ONLY)	Date of PGC (Completed by Diocesan Office ONLY)
1.			

(SEAL)

\_\_\_\_\_  
Signature of Bishop/Vicar General  
/Chancellor

\_\_\_\_\_  
Date Verified and Signed

Mail to:  
Steubenville Florida  
Catholic Servant Ministries, Inc.  
4521 PGA Blvd. #173  
Palm Beach Gardens, FL 33418

**Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
Verification Form for the Diocese of St. Petersburg  
Charter for the Protection of Children and Young People**

As Bishop/Vicar General/Chancellor of the Diocese of St. Petersburg, I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that the adult listed below has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

**Parish:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Diocesan Office ONLY)	Date of PGC (Completed by Diocesan Office ONLY)
1.			

(SEAL)

\_\_\_\_\_  
Signature of Bishop/Vicar General  
/Chancellor

\_\_\_\_\_  
Date Verified and Signed

Mail to:  
Steubenville Florida  
Catholic Servant Ministries, Inc.  
4521 PGA Blvd. #173  
Palm Beach Gardens, FL 33418



**Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
Verification Form for the Diocese of Venice  
Charter for the Protection of Children and Young People**

As Bishop/Vicar General/Chancellor of the Diocese of Venice, I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that the adult listed below has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

**Parish:** \_\_\_\_\_

#	Full Legal Name (Must Match Online Registration)	Date of Fingerprinting (Completed by Diocesan Office ONLY)	Date of PGC (Completed by Diocesan Office ONLY)
1.			

(SEAL)

\_\_\_\_\_  
Signature of Bishop/Vicar General  
/Chancellor

\_\_\_\_\_  
Date Verified and Signed

Mail to:  
Steubenville Florida  
Catholic Servant Ministries, Inc.  
4521 PGA Blvd. #173  
Palm Beach Gardens, FL 33418

Volunteer (Mercy Crew, Prayer Minister and General Volunteer)  
Verification Form  
Charter for the Protection of Children and Young People

As (Arch)Bishop/Vicar General/Chancellor of the (Arch)Diocese of \_\_\_\_\_

I hereby notify the Catholic Servant Ministries, Inc. and the Steubenville Florida Youth Conference Office that \_\_\_\_\_ has been background checked and cleared in accordance with the policies of our (arch)diocese under the “Charter for the Protection of Children and Young People” as set forth by the United States Conference of Catholic Bishops. I understand that no adult will be permitted to attend as a volunteer or participate that has not been cleared by their home diocese and is named on this declaration.

(SEAL)

\_\_\_\_\_  
Signature of (Arch)Bishop/Vicar  
General/Chancellor

\_\_\_\_\_  
Date

Mail to:  
Steubenville Florida  
Catholic Servant Ministries, Inc.  
4521 PGA Blvd. #173  
Palm Beach Gardens, FL 33418



**STEUBENVILLE**  
CONFERENCE