

Clergy Visitor Requirements

The Canton / Massillon Hospitals Clergy Credentialing Committee is comprised of representatives from the following Stark County Hospitals: Affinity Medical Center (Formerly Massillon Community and Doctors Hospitals), Aultman Hospital, and Mercy Medical Center.

Clergy Identification Badges

The purpose of the clergy identification badge is to identify clergy. Identification of laypersons selected as church visitors is at the discretion of the church.

Compliance Agreement for Clergy Visitation

Clergy are expected to comply with guidelines for pastoral visitations. Failure to do so may result in the revocation of clergy privileges and the surrender of the identification badge. Clergy agree to:

1. Comply with each hospital's rules for visitation by clergy and treat all hospital personnel with respect and courtesy.
2. Wear the identification with the photograph visible.
3. Visit only members of their own congregation, their immediate family members or persons requesting their presence.
4. Respect the wishes of the patient who does not want a clergy visit.
5. Not interrupt or interfere with any medical treatment or examination; cooperate with treatment plans and observe required safety precautions.
6. Identify oneself to Security staff when visiting outside regular visiting hours.
7. Surrender Clergy badge when no longer affiliated with the congregation identified on the Badge.
8. Keep all patient information confidential as required by Federal law (HIPAA).

Badge Application Process

1. Complete an application form which can be picked up from any facility listed above.
2. Provide acceptable verification of current ordination or current license, such as a copy of the ordination certificate or a listing from an official journal of the religious body.
3. Show proof of government issued photo ID (ie Driver's License or passport)
4. A \$5 fee for replacement badges will be charged.
5. A photo will be taken and ordination and or pastoral license will be verified.
6. A background check will be performed for first time applicants.

Review Process

The application will not be reviewed until all information is received. Please allow 7 days for approval.

We believe that spiritual care is a critical component of health care and we welcome you to our hospital community!

Canton / Massillon Hospitals

Application for Clergy Visitation Privileges

Credentialing process is accepted and approved by:

- Affinity Medical Center
- Aultman Hospital
- Mercy Medical Center

Badge created **NEW** **REPLACEMENT** (circle one)

Personal

Full name: _____
Please print

Home address, city, state, zip: _____

Have you in the past 10 years lived in any state other than Ohio? Yes _____ No _____
If yes, please list all addresses, including city, state and zip on the back of this form.

Phone numbers: Home _____ Office phone _____ Cellular _____

E mail address (if applicable): _____

Church/Synagogue/Mosque

Name of Church/Synagogue/Mosque you represent: _____

Address, city, state, zip: _____

Denomination: _____ Religious Title: _____

Theological Education: _____
School Degree Year

Ordained or licensed by: _____

Denominational Reference: _____
Name Phone

You must provide a copy of your current ordination or current licensed certificate or a listing from a journal of the religious body. Please plan to show a photo ID at the time of badge application. A \$5 fee for replacement badge will be collected at the time of application.

I certify that my application is accurate and complete. I have read and understand the Clergy Visitor

Requirements: _____
Signature Date

For department use only:

Date Received: _____ Date processed: _____ Approved: Yes No

Credentials checked by: _____ Badge created (date): _____

**CLERGY BADGE APPLICANTS
FAIR CREDIT REPORTING ACT DISCLOSURE AND AUTHORIZATION**

Disclosure

When considering your application for a clergy badge and when making a decision about whether to offer you this badge, Aultman Hospital, Affinity Medical Center, and Mercy Medical Center hereafter referred to as Canton/Massillon Hospitals, wish to obtain and use a "consumer report" from a "consumer reporting agency". The definitions of these terms, from the Fair Credit Reporting Act ("FCRA"), are stated below.

As an applicant to obtain a clergy badge you are considered to be a "consumer" with possible rights under the FCRA.

A "consumer reporting agency" as utilized by Canton/Massillon Hospitals is a person or business that, for monetary fees, dues or on a cooperative non-profit basis, regularly assembles or evaluates information on consumers for the purpose of furnishing "consumer reports" to others, such as Aultman Hospital, Affinity Medical Center, and Mercy Medical Center. The "consumer reporting agency" in this case will provide a criminal background record check on you.

A "consumer report" is any written, oral or other communication of any information by a "consumer reporting agency" bearing on a consumer's credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living which is used or collected for the purpose of serving as a factor in establishing the consumer's eligibility for purposes including, but not limited to, employment.

A "consumer report" as utilized by Canton/Massillon Hospitals includes a background report by a consumer-reporting agency regarding a criminal record. Under the FCRA, a consumer report is used to evaluate an individual as a clergy badge applicant.

If Canton/Massillon Hospitals obtain a "consumer report" about you, and if Canton/Massillon Hospitals considers any information in the "consumer report" when making a decision that directly and adversely affects you, you will be provided with a copy of the "consumer report" before the decision is finalized. You also may contact the Federal Trade Commission (FTC) about your rights under the FCRA as a "consumer" with respect to "consumer reports" and "consumer reporting agencies."

Authorization

I, _____, by signing below, hereby voluntarily authorize Aultman Hospital (one of the Canton/Massillon Hospitals) to obtain "consumer reports" (criminal background record check) about me from a "consumer reporting agency" and consider such reports when making decisions about my application for a clergy badge.

I understand that I have rights under the FCRA, including those discussed above.

Signed in the presence of:

Witness

Clergy Badge Applicant

Date

Date