



ARCHDIOCESE OF DENVER

RISK MANAGEMENT PROPERTY/CASUALTY INSURANCE TRUST

1300 S. Steele St. • Denver, CO 80210
(303) 715-3150 • Fax (303) 715-2041

VOLUNTEER WORKER HOLD HARMLESS AGREEMENT

Parish/School/Organization: _____
(Understood to include the Archdiocese of Denver)

Volunteer Worker Name: _____

Address: _____

Phone: _____

Medical Information

Medical Insurance: _____

Doctor: _____ Phone Number: _____

Please read the following information, then sign and date at the bottom of the page:

Volunteers are not employees and are not covered by Workers' Compensation insurance at any time. However, volunteer workers are covered, on a limited basis, by an Accident Policy for injuries which occur while doing the volunteer work. This policy will pay up to \$5,000 for medical expenses not covered by the volunteer's own Accident and Health Policy. It does not pay for lost wages or permanent disability.

I have carefully reviewed the information above. I agree to hold harmless and not to sue the above parish/school/organization and the Archdiocese of Denver for any claims for medical expenses, lost wages, permanent disability costs, injury or death benefits as a result of accident or injury while performing volunteer work activities.

I understand that I am responsible for all medical bills if injured while performing volunteer work. If injured, I will be taken to the doctor or hospital specified above. In an emergency I will be taken to the nearest adequate medical facility.

Signed by: _____

Date: _____

Attested by Pastor or Supervisor: _____

Personal Information

for purposes of obtaining background reports – please write legibly

Please provide the information requested below. This form is part of your application for employment or for a volunteer position with the **Archdiocese of Denver**, or with a **parish within the territory of the Archdiocese**, or with an **Ecclesiastical Organization**,¹ as applicable. It is also required as part of mandatory compliance with the *Archdiocese of Denver's Code of Conduct*. By signing below, you understand that the information you provide will be used to conduct a criminal background check. If you are applying for a senior finance employment position,² it may also be used to obtain a report on your credit history and related credit information. The use of your personal information is subject to the Fair Credit Reporting Act. For additional information, please refer to the *Fair Credit Reporting Act (FCRA) Disclosure and Authorization form* previously executed by you, as well as to the *FCRA Summary of Rights* previously provided to you. Information obtained about you will be one part of the employment or volunteer evaluation process and must be completed in association with any conditional employment offer or conditional volunteer services offer (contingent upon an acceptable criminal background history being obtained, and any other applicable background information if authorized by you).

If you have resided in Colorado for less than 7 years, provide information for the state of Colorado and previous state(s) of residence for the last 10 years.

Employer to which you are applying _____

Position for which you are applying _____

Full Name (please print) _____

Maiden Name; Aliases / Other Names _____

*Date of Birth (month/day/year) _____ Phone Number _____

*Social Security Number _____

Current Address (address, city, state, zip) _____

Number of Years a Resident of Colorado _____

If less than 7 years residence in Colorado, provide information for past residence

State _____ Full Address _____

State _____ Full Address _____

Signature _____ Date _____

¹ A complete listing of the Ecclesiastical Organizations can be found in the *Preamble* and in the *Principal Abbreviations* to the *Archdiocese of the Denver's Pastoral Handbook*, as well as in the appendices to the *Archdiocese of Denver's Code of Conduct* (the *Code of Conduct* is *Exhibit IV* to the *Archdiocese of Denver's Pastoral Handbook*).

² A "senior finance employment position" is a position that has significant oversight over the fiscal operations and financial reporting for an entity (e.g., at the Archdiocese it refers to the CFO, to the Controller, and to other designated positions within and outside the finance office with this level of fiscal oversight; at a parish it refers to the parish business manager and/or bookkeeper (if applicable) and/or to similarly positioned personnel with this level of fiscal oversight; at an Ecclesiastical Organization it refers, where applicable, to the CFO, to the Controller, and to other designated positions within and outside the finance office with this level of fiscal oversight).

* this information used for verification purposes only