

MEMORANDUM:

TO: Archbishop Kelly
FROM: Fr. Breen
RE: U. S. Catholic Conference Memorandum - My reflections
DATE: May 6, 1988

I would suggest following the "Checklist for Response" that the U. S. Catholic Conference suggests we follow when one of our priests is accused of pedophilia.

1. We should activate a response team. This team should be the Chancellor, Priest Personnel Director, a Canonical person, a lawyer, and a professional counsellor.

In our present situation this would be myself, Bill Fichteman, Peyton Badgett, someone from Ford's staff, and Dr. Kent Hicks (if this isn't a conflict of interests because we also use Family Relations Center for counselling the victim).

2. We, or someone who represents the diocese should evaluate the complaint and interview the person receiving complaint.
3. We should then report the complaint to appropriate governmental unit (Dept. of Human Resources - Protective Services Dept.).
4. We should interview the accused; place him on administrative leave, pending investigation.
 - a. Require that he get a clinical evaluation as soon as possible.
 - b. When necessary, arrange for temporary residence.
5. Contact victim and family to provide healing and reconciliation.
6. If we get a diocesan P.R. person, we should inform that person and prepare for media inquiries. If not, the Chancery should have a statement prepared.
7. We should notify our insurance carrier.
8. Perform follow-up internal investigation.
 - a. Examine relevant files. ??
 - b. Interview further witnesses, classmates and friends.
9. Continue care and treatment for victim and family.

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Tom, I feel this should be our policy of procedures in a pedophilia case. As the documents state, our policy should be written down and possibly be sent to all the priests, although Covington was not comfortable sending their policy out because of the threat of it falling into lawyer's hands. Then, if you didn't follow the letter of policy, they could have grounds against us. We will have to decide on this. Let me know your comments. This is just to get us started on a written policy for the diocese.