

Sexual Misconduct Reporting Process in the Saint Paul Area Synod

Report alleging sexual misconduct is received

Report **is** regarding rostered minister (pastor or deacon)

Report is regarding person who is **not** a rostered minister

Report is immediately referred to Saint Paul Area Synod

Report is made to pastor, parish administrator, or congregational council member

Synod will investigate and take or recommend disciplinary action where appropriate.

Congregation will assist those harmed by sexual misconduct including the individual making the claim and the respondent to obtain resources to deal with impact.

NO pastor or deacon or other employee of the congregation may provide the complainant or respondent counseling or therapy. An outside pastor should be identified (synod can assist) to offer pastoral care.

Congregation:

- Contact insurer, and, when appropriate, legal counsel
- Consult promptly with synod office
- Take necessary steps to conduct inquiry or investigation
- Offer pastoral care to complainant and respondent
- Refer complainant and respondent to professional counseling or other professional services
- Guard against retaliation or breaches of confidentiality

Congregation must follow the discipline procedures of the ELCA and Saint Paul Area Synod.