

## From Diocesan Digest September 23, 2020

### Waivers and Contracts Updated

In light of the current pandemic, a number of forms available through the Diocese and Porter & Curtis have been updated. A few reminders may be helpful:

- Where a parish required a permission or waiver form before (such as for field trips), the Participant Waiver and Release is still required.
- If a parish allows an outside group to use a parish facility, a signed Short-Term Facility Use Agreement is required along with evidence of insurance naming the Diocese, Parish, and others as additional insureds. With insurance carriers exempting communicable diseases from coverage, however, the evidence of insurance provided by an outside group now is limited. For this reason and with limited exceptions for groups whose members inherently have a privacy concern (for example, Alcoholics Anonymous), outside groups will be required to provide a signed Participant Waiver and Release for each participant before the event in addition to the Agreement and evidence of insurance.
- Participant Waivers *are not* required from and must not be distributed to employees, volunteers, or participants in Parish ministry programs.

At least two individuals in your parish currently have access to Quadra, an application that provides access to view information about the parish's account with the Diocesan Insurance Program. Quadra also includes links to the Diocesan Risk Management Standards, including fillable template forms, such as the updated Short-Term Facility Use Agreement and Participant Waiver and Release. For questions about access to Quadra, please contact [RiskServicesRCBM@PorterCurtis.com](mailto:RiskServicesRCBM@PorterCurtis.com) or call (877) 409-5655. Note that the Quadra access restriction to two people per location has been lifted, so if there are others on your school staff that need access, please reach out to Porter & Curtis at the contact information above.

For any questions, please contact Meredith P. Cook, Chancellor, at [mcook@rcbm.org](mailto:mcook@rcbm.org) or (603) 663-0148.