POLICY CONCERNING VISITING PRIESTS AND DEACONS
IN THE DIOCESE OF SPOKANE

Priests and deacons incardinated in other dioceses and religious clerics are not permitted to
publicly celebrate Mass or to administer the sacraments without approval from the Office of the
Bishop. This approval is dependent upon the presentation of a Testimonial Letter from the
cleric's proper ordinary to the Bishop of Spokane.

The Testimonial Letter should indicate:

- The duration and purpose of his sojourn in the Diocese of Spokane
- That the cleric is in good standing and of good character and reputation
- That nothing in his background precludes ministry involving minors

These provisions are required for a single celebration of the sacraments or ministry for one
weekend. If a longer duration in ministry is anticipated, the Testimonial Letter must verify that
the cleric has received training in a safe environment program in accord with Article 12 of the
Charter for the Protection of Children and Young People. If this provision is lacking, the cleric is
obliged to submit a signed copy of the Diocese of Spokane's Code of Conduct for ministerial
personnel (cf. Code of Conduct) to the Office of the Bishop.

For ministry of more than a month's duration, the cleric must participate in the safe environment
training provided by the Diocese's Office of Education unless he has received equivalent
training through his proper Ordinary. In either case, he is required to submit a signed copy of the
Diocese of Spokane's Code of Conduct for ministerial personnel (cf. Code of Conduct) to the
Office of the Bishop.

A non-incardinated cleric assigned to a parish or institution under the governance of the Bishop
of Spokane must take part in the New Employee Orientation program provided by the Office of
Education.

Upon request, the Chancellor will provide the template for the Testimonial Letter for the cleric's
Ordinary to submit on his behalf to the Bishop of Spokane.

(Policy 2.02.11 as revised and approved by Bishop Cupich, 2011-04-29)