



Denver Metro Council
Safeguarding

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The Society of St Vincent de Paul, Denver Metro Council
And affiliated Conferences (SVdP DMC)

Safeguarding Policy

Why is the Society of St Vincent de Paul Committed to Safeguarding?

“The protection of minors and vulnerable persons is an integral part of the Gospel message that the Church and all its members are called to proclaim throughout the world. Christ himself, in fact, has entrusted to us with the care and protection of the weakest and defenseless: “whoever receives one child such as this in my name receives me” (Mt 18:5). Therefore, we all have the duty to welcome openheartedly minors and vulnerable persons and to create a safe environment for them, with their interests as a priority. This requires a continuous and profound conversion, in which personal holiness and moral commitment come together to promote the credibility of the Gospel proclamation and to renew the education mission of the Church.”

-Pope Francis

Apostolic letter issued motu proprio on the protection of minors and vulnerable persons

March 26 2019

From SVDP International:

As Vincentians, the nature of our work means that there is often a power imbalance when we encounter a person in need; a person’s circumstances, whereby they are seeking help, and our position as a provider of financial, material, or personal support creates a risk and renders vulnerable the person seeking help. In committing to safeguarding, we are not just seeking to ensure that abuse is prevented, reported, and acted upon; we are also seeking to create safe and respectful environments.

Audience:

All SVdP DMC employees, board members, volunteers, partners, and representatives, and anyone else (“personnel”) associated with the services provided by SVdP DMC.

Definitions:

Safeguarding

Safeguarding is the act of protecting from harm people who are vulnerable. It involves reducing and preventing risks of harm and working to ensure that vulnerable individuals and communities are safe and empowered. Safeguarding involves recognizing the human rights of all persons and working to ensure that those rights are not violated.

Our safeguarding policy must also consider the safety of the Vincentian volunteers themselves. Vincentians **must work in pairs** when meeting with neighbors in need and take care that they do not place themselves in potentially dangerous situations. If a conference includes giving neighbors in need rides as part of their service, two Vincentians must be present and the Vincentian (driver) giving the ride should be licensed and carry personal insurance. The two-adult rule also helps to protect Vincentian volunteers against false/malicious allegations. There are practical considerations as well: one volunteer can focus on the interview and on gathering and sharing required data while the other volunteer can pay more attention to the environment and potentially observe signs of abuse.

Vulnerable Populations

Adults and children who are unable to protect themselves from harm or exploitation or, who for any reason including gender, mental health, physical health, disability, ethnicity, religious identity, economic, social status, and/or as a result of disaster and conflicts, are deemed to be at risk.

Empathy

To listen to and understand those we assist and to work together as members to support those in need.

Simplicity and Humility

Treating each other, and those we assist, as equals in a fraternal relationship

Justice

Respecting people's convictions and beliefs and helping them to regain and retain their autonomy and human dignity.

Vincentian

Vincentian and volunteer(s) are used interchangeably in this document and in the training materials. This refers to active members of a conference, active members includes those who do not do a home visit. **All Vincentians** must have a background check and participate in the safeguarding training.

Compliance with SVDP National standards, archdiocesan safeguarding protocol, and state or local laws and protocols:

While the SVDP National safeguarding task force has provided guidance, resources, webinars, etc. to assist SVDP councils in formulating their policies, they have emphasized that they cannot provide a one-size-fits-all approach since each council must consider the general safeguarding standards of their own diocese as well as state and local laws. SVDP National has also indicated that a council's safeguarding policy must address the kinds of situations encountered in working with neighbors in need, most likely in home visits. Therefore, this training manual created by the SVDP Denver Metro council has incorporated documents used in the archdiocesan safeguarding trainings as well as resources and guidance from the Colorado Department of Human Services, Colorado Child Protective Services, Colorado Adult Protective Services, and local mental health resources.

Responsibilities of the Denver Metro council:

- To use established guidelines to create an appropriate local safeguarding policy and manual
- To provide a copy of the safeguarding program in hard copy or electronic copy to all conferences in the Denver Metro council
- To arrange for appropriate training for all Vincentians within the area of the council, both employees and volunteers, to be executed either through a Zoom training provided by the council or through trainings provided by individual conferences
- To provide appropriate options for conducting background checks
- To review the policy every 2-3 years and to provide updated copies and training as needed
- To maintain a record of all Vincentians who have received training and undergone background checks, based on input from Conference Presidents

Responsibilities of SVDP conference presidents:

- To make sure that all conference members have had a background check, to maintain an updated file, and to include that information as an attachment to the regular annual report
- To make sure that all conference members have a copy of the *Denver Metro Council Safeguarding Guide*, either online or in hard copy, and have completed the Power Point safeguarding training
- To maintain an updated file on those who have been trained and to share that information with the council as an attachment to the regular annual report
- To consult with members who have questions about an individual home visit and reporting protocol if warranted
- To apply for the Society of St. Vincent de Paul National Group Insurance program offered through Lockton Affinity. Applications are available at svdpusa.org.
(Note that the record keeping for background checks and safeguarding training may be maintained by the conference secretary, at the discretion of the conference president)

Responsibilities of Vincentians in complying with new safety protocols:

- To complete the process for a background check as outlined on p. 18 of the *Denver Metro Council Safeguarding Guide*. (Note that p. 18-19 outline two ways that the background check requirement can be met.)
- To complete the safeguarding training provided in the Power Point slides, either in the council-provided Zoom meeting or a training session provided by your conference, and to read the *Denver Metro Council Safeguarding Guide*
- To sign the certificate for completion of the training found on p. 20 of the *Guide*, and submit it to your conference president.

Special attention in your work with neighbors in need:

- Comply with all safeguarding protocols in meeting with neighbors in need, **especially the two-person rule (SVDP Rule Part III, Statute 8)**.
- In meeting with neighbors in need, be aware of your surroundings, both for your own safety and their safety. Leave if you do not feel safe.
- Take careful notes during a home visit or phone visit not only for the purpose of the standard home visit report but also to have a record if there is any evidence of abuse or neglect of children and/or vulnerable adults.
- After a home visit, consult with your partner about what you observed. Determine what services might be needed and if a report should be filed.

General guidelines about reporting

1. Reports made by Vincentian volunteers are good-faith reports that offer specific observations of concern that may have been noted in home visits, other in-person visits with neighbors in need, and possibly even extended phone conversations. Obviously, the best information will come from a home visit. Such situations highlight the necessity of the Vincentian rule to work in pairs. For a more comprehensive list of concerns about abuse and neglect that Vincentians should always keep in mind in any interaction with neighbors in need, refer to designated pages of this training manual.
2. If observations in a home visit lead the Vincentian volunteers to believe that they themselves may be in danger, the volunteers should leave that home immediately. The Society is also concerned about the safety of members.
3. Reports made by Vincentian volunteers should not draw definitive conclusions about whether abuse was observed. That determination, and any follow-up action, will be typically handled by Adult Protective Services, Child Protective Services, etc., as appropriate.
4. In a clearly serious (life and death) emergency, call 911. Otherwise, follow the procedures outlined in this manual, which are excerpted instructions from the Colorado Department of Human Services.
5. All callers may choose to report concerns anonymously, and all reports will remain confidential.

In some cases, you may have to place an emergency call immediately, and in other situations, you may have some time to consult with your conference president about the best action plan. In some cases, the neighbor in need may be willing to call a crisis hotline himself or herself. In ALL of these cases, you should still file an addendum to your usual intake form to become part of the conference's database. This report is for your own protection as well as the protection for your neighbor in need.

You may use the form on p. 7, or you may submit your home visit intake form/notes that include the following information. Please note that such reports are maintained in the records of St. Vincent de Paul conferences. Reports will not filtered through the archdiocese since SVDP is not a parish organization.

Something to think about:

- We are not expected to be professional social workers. We meet with neighbors in need to relieve the stress of an immediate need, to help them find additional community support, and to listen well with empathy and compassion.
- A neighbor who responds positively to our efforts to address their immediate needs and to our sincere commitment to their welfare may be more receptive to our suggestions for other services--before there is a serious crisis.
- Our work seldom involves the kinds of most urgent and dire scenarios described in this training, but if you do need to take action in a case of abuse, endangerment, or severe neglect, these resources will be at your immediate disposal.

Signs of Child Abuse and Neglect

No single sign confirms a child or youth is a victim of child abuse and neglect. However, the presence of multiple signs may indicate a need for concern and further assessment.

Emotional Abuse

- The child has delayed physical or emotional development
- The child may show extremes in behavior, such as overly compliant or demanding behavior, extreme passivity, or aggression
- The parent overtly rejects the child
- The parent constantly blames, belittles, or berates a child, is unconcerned about the child, and refuses to consider offers of help for the child's problems



Neglect

- The child may wear dirty clothing, shoes too small or large, clothing often in need of repair or inadequate for the weather
- The child seems to be hungry; hoards, steals, begs for food or comes to school with little food
- The child may appear depressed or to lack energy
- The child may have dirty or decaying teeth, may demonstrate poor hygiene
- The child frequently reports caring for other siblings, or states there's no one at home to provide care
- The parent seems apathetic, depressed, appears to be indifferent to the child
- The parent abuses alcohol or drugs
- The parent may deny the existence of a problem and blame the child, school, or others for problems at home

Physical Abuse

- The child has unexplained burns, bites, bruises, broken bones
- The child may have fading bruises or marks noticeable after absence from school
- The child seems frightened of parents and protests or cries when it is time to go home
- The child shrinks back at the approach of adults
- The parent offers conflicting, unconvincing, or no explanation for the child's injury, or the explanation is not consistent with the injury

Sexual Abuse

- The child has difficulty walking or sitting; may suddenly refuse to change for gym or other physical activities
- The child may demonstrate unusual sexual knowledge or behavior
- The child may report unusual nightmares or bedwetting
- The parent may be secretive and isolated, jealous or controlling with family members
- The parent acts unduly protective of the child or severely limits contact with others

Child Sex Trafficking

- The child or youth possesses money, cell phone or other material items that cannot be explained
- The child or youth reports participation in a sexual act in exchange for shelter, transportation, drugs, alcohol, money or other items of value
- The child or youth is accompanied by an overly controlling "friend," "partner," or "boss"
- The child or youth has signs of physical or sexual abuse; hesitant to explain tattoos or scars
- The child or youth may have low self esteem, anxiety, guilt or shame, be hostile or uncooperative, and demonstrate suicidal thoughts or actions

Institutional Abuse

- Any form of abuse or neglect may occur while a child is in care of an institution
- If maltreatment is caused by employees of the institution, is institutional abuse
- Make a report immediately upon becoming aware maltreatment is occurring while in the care of an institution



We all play a role in preventing **child abuse and neglect.**

1-844-CO-4-KIDS

(1-844-264-5437)



COLORADO
Department of Human Services

CO4Kids.org

Guidelines and Procedures Outlined by Colorado Child Protective Services (excerpted version)

Number to call: 844-CO-4-KIDS (844-264-5437)

Suspicion of abuse is all that is necessary to report. The presence of a single sign does not mean that child maltreatment is occurring in a family, but a closer look at the situation may be warranted when these signs appear repeatedly or in combination. Trust your gut instinct and call [844-CO-4-Kids](tel:844-CO-4-KIDS) if you are concerned for the safety and well-being of a child or youth. You will be asked to describe your concerns about the child and it will be helpful if you can provide the child or youth's name, age, address, gender, school attended (if possible), and names of parents.

Other questions you may be asked:

- Where is the child now?
- Where is the alleged perpetrator now?
- What school does the child attend and how long are they there?
- Is any adult in the home being assaulted by his or her partner?
- Who else lives in the home? Are there other children in the home?
- What are the worries about the child and family?
- Did you see an injury? What does it look like? Age of children and what have they been exposed to?
- Did you see any signs of neglect: the appearance of the child, clothing, environment?
- Evidence of lack of supervision?
- Suspicion of drugs in the home?
- An adult in the home capable of solving problems and/or accepting aid, services, etc. to improve problematical situations in the home?
- Have you taken any other action in addressing this problem, other than making this call?

A certified call-taker is available to receive your call reporting a concern related to child abuse or neglect 24 hours a day, 365 days a year at the above number. The main purpose of the Colorado Child Abuse and Neglect Hotline Reporting System is to quickly route callers to the appropriate county. Callers will be asked to speak the name of the county where the child resides and then will be directed to that county. All callers will be connected with the appropriate county to speak with a call-taker who is trained and certified to use a screening guide designed to drive a structured process for interviewing callers who are reporting concerns of child abuse and neglect.

Once you make a report of suspected child abuse and/or neglect to child protective services, there are many functions to fulfill as the child welfare safety net team continues to work toward keeping Colorado children safe. After you have made a report, you may never learn the outcome of the assessment. If so, please trust the child safety net and others on the team to continue to look out for the welfare of Colorado's children. However, it is likely you may be contacted during the assessment, and possibly during the life of the case, for additional information since you have contact with the child.

NATIONAL CENTER ON ELDER ABUSE

Red Flags of Abuse

Our communities are like structures that support people's safety and wellbeing. One of the most important ways we can all contribute to this ongoing construction project is by looking out for warning signs of maltreatment. Does someone you know display any of these signs of abuse? If so, **TAKE ACTION IMMEDIATELY**. Everyone, at every age, deserves justice. **Report suspected abuse as soon as possible.**



Emotional & Behavioral Signs

- > Unusual changes in behavior or sleep
- > Isolated or not responsive
- > Fear or anxiety
- > Depression

Physical Signs

- > Broken bones, bruises, and welts
- > Unexplained sexually transmitted diseases
- > Cuts, sores or burns
- > Dirtiness, poor nutrition or dehydration
- > Untreated bed sores
- > Poor living conditions
- > Torn, stained or bloody underclothing
- > Lack of medical aids (glasses, walker, teeth, hearing aid, medications)

Financial Signs

- > Unusual changes in bank account or money management
- > Unusual or sudden changes in a will or other financial documents
- > Fraudulent signatures on financial documents
- > Unpaid bills

WHAT IS ELDER ABUSE?

Elder abuse is the mistreatment or harming of an older person. It can include physical, emotional, or sexual abuse, along with neglect and financial exploitation. Many social factors—for example, a lack of support services and community resources—can make conditions ripe for elder abuse. Ageism (biases against or stereotypes about older people that keep them from being fully a part of their community) also play a role in enabling elder abuse. By changing these contributing factors, we can prevent elder abuse and make sure everyone has the opportunity to thrive as we age.



TYPES OF ELDER ABUSE

- > **Physical abuse:** Use of force to threaten or physically injure an older person
- > **Emotional abuse:** Verbal attacks, threats, rejection, isolation, or belittling acts that cause or could cause mental anguish, pain, or distress to an older person
- > **Sexual abuse:** Sexual contact that is forced, tricked, threatened, or otherwise coerced upon an older person, including anyone who is unable to grant consent
- > **Exploitation:** Theft, fraud, misuse or neglect of authority, and use of undue influence as a lever to gain control over an older person's money or property
- > **Neglect:** failure or refusal to provide for an older person's safety, physical, or emotional needs



HOW CAN WE PREVENT AND ADDRESS ELDER ABUSE?

We can lessen the risk of elder abuse by putting supports and foundations in place that make abuse difficult. If we think of society as a building that supports our wellbeing, then it makes sense to design the sturdiest building we can—one with the beams and load-bearing walls necessary to keep everyone safe and healthy as we age. For example, constructing community supports and human services for caregivers and older adults can alleviate risk factors tied to elder abuse. Increased funding can support efforts to train practitioners in aging-related care. Identifying ways to empower older adults will reduce the harmful effects of ageism. And leveraging expert knowledge can provide the tools needed to identify, address, and ultimately prevent abuse.

HOW CAN WE REPORT SUSPECTED ABUSE?

No matter how old we are, justice requires that we be treated as full members of our communities. If we notice some of these signs of abuse, it is our duty to report it to the proper authorities.

Programs such as **Adult Protective Services (APS)** and the **Long-Term Care Ombudsmen** are here to help. For reporting numbers, contact **Eldercare Locator** at 1-800-677-1116 [eldercare.gov].

*If you or someone you know is in a life threatening situation or immediate danger, call **911** or the local police or sheriff.*

The National Center on Elder Abuse (NCEA) directed by the U.S. Administration on Aging, helps communities, agencies and organizations ensure that older people and adults with disabilities can live with dignity, and without abuse, neglect, and exploitation. We are based out of Keck School of Medicine of USC. NCEA is the place to turn for education, research, and promising practices in preventing abuse.



Visit us online for more resources!

ncea.acl.gov



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Keck School of
Medicine of USC

Guidelines and Procedures Outlined by Colorado Adult Protective Services (excerpted version): Elderly and Vulnerable Adults

Where to call:

Adams Co 720-523-2057	Arapahoe Co 303-636-1750	Boulder Co 303-441-1309
Broomfield Co 720-887-2271	Denver Co 720-944-2994	Douglas Co 303-663-6270
Jefferson Co 303-271-4673	Larimer Co 970-498-7770	Weld Co 970-346-7676

If you suspect that an at-risk adult may be experiencing mistreatment or is neglecting his or her basic needs, call the [county department](#) where the at-risk adult lives to make a report. It's OK to report even if you just suspect something is wrong as long as you make the report in good faith. Colorado statute requires that all reports to Adult Protective Services and all subsequent case information remain confidential unless a court orders a release of information for good cause, with a few exceptions outlined in statute. These same restrictions limit the information APS can provide to the reporting party. Therefore, the reporting party is not entitled to any follow up or further information once they have made the report, unless it's necessary to provide protective services.

What you may be asked if you call Adult Protective Services

- What prompted the call today? Did something happen?
- How is the adult being mistreated?
- Does the adult have any medical or physical conditions that impair the adult's ability to provide for day-to-day needs?
- Does the adult have a diagnosed mental illness or show signs of a mental illness?
- Does the adult have any problems with memory, decision-making, or understanding how to care for him/herself?
- Does the adult have any developmental, intellectual, or cognitive disability that is impairing the ability for self-care?
- Has there been any decline in the adult's ability to adequately do cooking, shopping, using available transportation, managing medications, or mobility?
- Is the adult working with any service providers to address his/her needs? Any friends or family who are supportive?
- Have any actions been taken yet that address your concerns?

If your call is about caretaker neglect:

- Remember that a caretaker can be paid or unpaid, family, a home health provider, spouse, child, neighbor, friend, or facility staff.
- Does the caretaker isolate or prevent outside contact with the adult?
- Does the adult demonstrate fear of the caretaker?
- Is the caretaker financially dependent on the adult?
- Is the caretaker depriving the adult of basic necessities?

If your call is about exploitation:

- Is anyone using the adult's money for their own personal needs without the adult's knowledge?
- Has the adult's bank account been depleted?
- Is there an unexplained disappearance of funds or valuables?
- Has there been questionable transfer of assets or real estate?

If your call is about physical abuse or sexual abuse:

- Does the adult have any current injuries?
- Does the alleged abuser have access to the adult?
- Does the adult demonstrate any fear of the alleged abuser?
- Has the adult experienced any pain as a result of the abuse?

If your call is about self-neglect:

- Is the adult malnourished or dehydrated as a result of self-neglect?
- Is the adult's hygiene poor resulting in health hazards?
- Is the adult hoarding and as a result the living situation is unsafe?
- Does the adult have any untreated medical or mental health needs?
- Is the adult aware of his/her needs?
- Is the adult able to provide for his/her own basic needs?

Emergencies, mental health trauma, threat of violence, suicidal talk, depression, etc.

Severe imminent danger to a neighbor in need:

Call 911. It is up to the police or social services to take it from there; however, you should still later file a detailed SVDP report for our records. As long as you have made a good faith report to 911, there is no consequence for even being wrong. It is best to err on the side of safety. In addition, all confidentiality is excused in emergencies where there is a perceived threat of harm or urgent need for medical care.

If there is a bit more time, [call the new Suicide and Crisis Lifeline at 988](#). The call will be routed to the correct local area.

If the neighbor in need is willing to call for help, the Colorado Crisis Hotline is 1-844-493-8255 and the Spanish crisis line is 1-888-628-9454.

If you are able to continue to talk with the neighbor in need, here are some tips from a mental health professional:

- Listen carefully and learn what the neighbor is thinking and feeling. Express concern in a non-judgmental way. Show that you care.
- Do not try to act as a therapist. Enlist professional help.
- Stay calm, and try to keep the neighbor calm, but don't sidestep the issue or treat it lightly.

Perception of danger to the Vincentians during a home visit:

Leave immediately in any volatile situation.

Moderate to serious concern about the general safety or mental health of a family or family member

First, work on the immediate kind of aid requested by the neighbor: financial assistance, food, etc. However, the home visit intake report should provide details that suggest other kinds of concerns: chaotic physical environment, stress level, etc. After consultation, the home visit team should call the appropriate county's human services department. Over time, the neighbor maybe guided toward considering parenting classes, therapy, help from appropriate agencies, etc.

Signs to look for:

- Signs of depression (sleeplessness, lack of appetite, feelings of hopelessness, etc.)
- Alcohol or drug abuse
- Lack of interest in activities
- Wild gesturing or reckless behavior
- Statements about worthlessness, helplessness
- Inability to concentrate or trouble remembering or following through
- Chronic pain or frequent complaints of physical symptoms

On the following two pages, you will find resources to which you can refer a neighbor in need for the following issues: suicide ideation, domestic violence, depression, grief, and support for veterans and youth in crisis.

Mental Health Resources

This information is provided for educational purposes only. These resources are not intended to diagnose or treat clinical conditions

Helpful Websites

- **National Alliance on Mental Illness:** www.nami.org
- **Suicide Prevention Resource Center:** www.sprc.org
- **American Foundation of Suicide Prevention:** www.afsp.org
- **Man Therapy:** www.mantherapy.com

Crisis Services

- **National Suicide Prevention Lifeline:** 1-800-273-TALK (8255)
- **Colorado Crisis Services:** 1-844-493-TALK (8255)
- **Crisis Text Line:** Text START to 741-741

Mental Health in Colorado

- **CU Johnson Depression Center:** www.coloradodepressioncenter.org or 303-724-3300
- **Community Mental Health Centers:** <https://www.cbhc.org/#help>
- **Cohen Veterans Network:** 303-724-4255
- **Colorado Crisis Services:** www.coloradocrisisservices.org or 1-844-493-TALK (8255)

Kid/Teen Support

- **FAMILY at CU Johnson Depression Center:** 303-724-3300
- **Judi's House:** www.judishouse.org or 720-941-0331
- **Safe2Tell:** www.Safe2Tell.org

Taking Care of Yourself and Others

- **Start the conversation**
- **Offer support** and connect with family and friends
- **Learn more** about mental illness



Helen and Arthur E. Johnson
Depression Center
UNIVERSITY OF COLORADO ANSCHUTZ MEDICAL CAMPUS

Colorado Resources

Service and Provider	Contact Number	Website
Crisis Lines		
Suicide Crisis Line: National Suicide Prevention Lifeline	1-800-273-TALK (8255)	www.suicidepreventionlifeline.org
Colorado Crisis Services	1-844-493-TALK (8255)	www.coloradocrisisservices.org
Safe2Tell	1-877-542-7233	www.safe2tell.org
LCBT Youth Suicide Hotline: Trevor Project	1-866-488-7386	www.thetrevorproject.org
Veterans Crisis Line	1-800-273-8255 Press 1	https://www.veteranscrisisline.net/
Crisis Text Line	Text START to 741-741	www.crisistextline.org
Transgender Crisis Line: Trans Lifeline	877-565-8860	www.hotline.translifeline.org
Resources		
Suicide Prevention Coalition of Colorado		www.suicidepreventioncolorado.org
American Foundation for Suicide Prevention		www.afsp.org/colorado
Colorado Office of Suicide Prevention		www.cdphe.state.co.us/pp/suicide/index.html
Suicide Prevention Resource Center		www.sprc.org
Suicide Prevention Programs		
QPR		www.qprinstitute.com
Sources of Strengths		www.sourcesofstrength.org
Yellow Ribbon Suicide Prevention		www.yellowribbon.org
ASIST and Suicide Talk: LivingWorks		www.livingworks.net
Support		
Domestic Violence Hotline: National Hotline	1-800-799-SAFE (7233)	www.thehotline.org
Emergency Shelter: Crisis Center	1-888-247-7472	www.twcfoc.org
Help Line: United Way	211	www.211colorado.org
Colorado Mental Wellness Network	720-842-9222	www.coloradomentalwellnessnetwork.org
Rape Assistance and Awareness: The Blue Bench	303-322-7273	www.thebluebench.org
National Alliance on Mental Illness	1-800-950-6264	www.nami.org
Mental Health Support		
Johnson Depression Center	303-724-3300	www.coloradodepressioncenter.org
Community Mental Health Centers		https://www.cbhc.org/#help
Man Therapy		http://mantherapy.org/
Faith based Support: My Quiet Cave	720-722-CAVE	www.myquietcave.com
Grief Support		
Judi's House- Grief Support for children and families	720-941-0331	www.judishouse.org
Loss Survivor Support		
Heartbeat Survivor Support		www.heartbeaturvivorsaftersuicide.org
AFSP: Survivor Outreach Program		https://afsp.org/find-support/live-lost-someone/survivor-outreach-program/
AFSP: Losing Someone		https://afsp.org/find-support/live-lost-someone/
AFSP: Surviving Your Spouse's Suicide	303-353-9226	https://afsp.org/support_group/surviving-your-spouses-suicide/

Working with families who are homeless

When working with families, SVDP members may come in contact with vulnerable adults. The situation may become more complicated if there are children who are not getting their needs met and who may be abused and/or neglected. Their basic needs for shelter, food, safety, and security as well as their psychological needs for warmth, nurturing, and supervision may not be met. Such families may have difficulty finding even temporary shelter for all family members and may fear even a temporary separation.

Conferences typically do not provide long-term service to people without a permanent address, but they may encounter people who are homeless via a call to the conference help line or a visit to the parish office. Typically the conferences in the Denver Metro council provide these kinds of immediate services:

- gift cards for food, gas, and/or clothing
- gift bags containing small food items and toiletries
- referrals to food banks, day shelters, places that offer showers, etc.
- specific information for accessing the nearest overnight shelter or safe parking lot
- information about connecting with a social service agency for additional services
- (less frequently) arrangements with a specific motel for temporary housing

If a conference is able to spend a little time with the family, the following protocols should be considered.

Situations of mild concern

If two Vincentians agree that the family situation is mild, the resources noted above may suffice.

Situations of moderate concern

In such cases, another appointment could be arranged after the first one to find out if the family has made progress accessing and utilizing the resources given in the first meeting. At that time their investment in the process likely will become apparent. Sometimes the situation is temporary, and they are just overwhelmed. Your reassurance, support, and prayers may encourage them to continue the process outlined in your first meeting.

Situations of serious concern

If the situation is severe, workers in the human service field and/or law enforcement would want to take action. In such cases, you may find it helpful to read the general procedures outlined on p. 6-7 and the procedures for children outlined on p. 9 of this booklet. Examples of extreme concern would be unusual bruising, cuts, broken bones (not accounted for by a simple accident), or the appearance of malnutrition. Threatening behavior of a parent towards a child or the other spouse would also fit in this category. Immediate action is also warranted if it appears that the caregiver is impaired and likely incapable of keeping a child or another vulnerable adult safe.

Situations of severe concern

This type of situation could become volatile and safety of everyone concerned should be considered. You are advised to make the report immediately after the family has left is needed. If there is imminent danger the volunteers can excuse themselves and make the phone call from a safe distance away.

See page 19-21 for further resources regarding homelessness.

Organization	Services	Location	Contact information
ACCESS Housing	Up to 60 days for families with children	6978 Colorado Boulevard, Commerce City	303-289-7078
Almost Home	For Adams County and Southern Weld County residents—shelter and support	231 N Main, Brighton	303-659-6199
Atwood Emergency Shelter	Short-term shelter/many links to other services on their web page	819 Atwood St, Longmont	303-651-2388
Aurora Warm the Night	Shelter in Aurora—call for short-term motel stay appt.	9360 E Colfax, Aurora	303-343-0537
Brandon Center N Colorado Hope House	Women and children only/domestic violence		303-620-9190
Broomfield Code Blue	Hotel voucher program		Broomfieldvoad.org/code-blue
Broomfield Methodist Church safe parking		595 W 10 th Ave, Broomfield	303-466-1719
Catholic Charities	Multiple services		303-742-0828
Champa House (Denver Rescue Mission)	Women and children only		303-294-9961
Christ Body Ministries	Day shelter/shower/laundry	850 Lincoln St, Denver	303-860-1272 303-742-0828
Colorado Coalition for the Homeless	Comprehensive services	2111 Champa St, Denver	303-293-2217
Colorado Safe Parking Initiative	Sites in Arvada, Aurora, Broomfield, Golden, S Denver, Lakewood, Commerce City		Sign up for a permit at colosafeparking.org
Comitas Crisis Center	Homeless youth, vets, families/lottery line	2178 Victor St, Aurora	720-505-2628 or 303-343-9890
Delores Project	Long term for single women over 18	private	303-534-5411

Organization	Services	Location	Contact information
Denver VA Homeless Program	For vets and their families, either homeless or at risk of homelessness	3030 Downing St Denver	303-294-5600 (Community Resource and Referral Center)
Denver Catholic Worker House	Men and women only (no children)	1023 26 th St, Denver	303-296-6390
Denver Rescue Mission		1130 Park Ave W Denver	303-297-1815
Denver Rescue Mission-The Crossing		6090 Smith Rd Denver	303-297-1815
Family Home Stead		2520 E 37 th Ave, Denver	303-623-6514
Family Tree House of Hope	Women and children only	3301 S Grant, Englewood	303-762-9525
Father Woody's Haven of Hope	Day shelter/ meals/ showers/services	1101 W 7 th Ave, Denver	303-607-0855
Family Promise of Greater Denver	Families with children—call for shelter referral and programs/has day services and meals/first come, first served	419 Lipan St, Denver	303-675-0713
Gateway Domestic Violence	Adults and children/Aurora emergency shelter		303-343-1851
Gathering Place	Day shelter for women and children	1535 N High St, Denver	303-321-4198
Giving Heart	Severe weather shelter for Littleton, Englewood, and Sheridan	4358 S Broadway, Englewood	https://swshelternetwork.com
Lambuth Family Center	A Salvation Army Family Center/ short-term shelter	2741 Federal Denver	303-295-3366
Marisol/Catholic Charities	Pregnant women and single women with children	6240 Smith Rd, Denver	303-742-0828 or 855-777-5280

Organization	Services	Location	Contact information
Mary's Homes of Hope	Safe home	7464 Queen Circle	303-424-9007
Roots of Courage Family Tree	Safe house and help line	Wheat Ridge	303-467-2604
Sacred Heart House	Women and children only	2844 Lawrence Denver	303-296-6686
Safe House Denver	For those in danger of domestic violence	1649 Downing St, Denver	303-318-9989
Salvation Army			Locations by zip code online
Samaritan House	Shelter, meals, services	3900 Arapahoe Rd, Centennial 2301 Lawrence St, Denver	303-779-9662 303-294-0241
St. Francis Center	Day shelter and services	2323 Curtis, Denver	303-297-1576
Urban Peak Shelter	Homeless youth, ages 15-24	1630 S Acoma, Denver	303-974-2908
Volunteers of America			303-297-0408 Voa.org—Check location by zip code
Winter shelter—NW Douglas County	Nov. 1-Mar. 31, shelter, meals, services		Apply via website at www.wintershelternetwork.org Info at 720-295-3116

Additional Vincentian references:

For a quick consultation with a Vincentian who is a professional mental health social worker, please email your request to svdp@lotw.org. Your message will be directly conveyed to her with all expediency.

The St. Thomas More conference has developed a fairly detailed plan regarding motel and hotel vouchers. If you are interested in learning more, please contact Joanne Scarborough at joanne@scarboroughco.net.

Background Checks

SVdP National safeguard guidelines require a background check for all Vincentians. Each conference president is responsible for arranging and tracking criminal background checks for all Vincentians in their conference. (Credit checks are not necessary.)

Some of our conferences are required to have background checks on their volunteers, per the rules of the parish with which they are associated. These background checks are acceptable for meeting the requirements of this policy. The conference president should ask for a list of all volunteers who have had a background check completed through the parish.

If the parish does not require a background check for St Vincent de Paul volunteers, it is the responsibility of the conference president to arrange for all background checks for their volunteers. In the spirit of maintaining our separate identity, it is preferred that the president contact our vendor of preference, **Selection.com**, and establish an account with them for the purpose of running background checks on all current and any new volunteers. Selection.com is aware that St Vincent de Paul conferences from the Denver Metro Council may be contacting them to set up a service agreement (and necessary training). The contact information is:

Julie Burke
Vice President Sales
SELECTION.COM
155 Tri-County Parkway Suite 150
Cincinnati, Ohio 45246
Phone 513-522-8764 Ext. 3027
Fax 888-767-2435
jfburke@selection.com
<https://www.selection.com>

Once the service agreement is established, the conference president will be able to submit names and contact information for all volunteers, receive the background check information, and pay for the service. At this time (September 2022), a “Volunteer” background check performed by Selection.com costs \$15.

Archdiocesan policy states that all employees, volunteers, RE teachers, etc., must have a background check every 5 years. At this time, the policy of St Vincent de Paul Denver Metro Council only requires a background check once during the time of service for each volunteer.

Once a fiscal year when the required SVdP ANNUAL CONFERENCE REPORT is submitted, the conference president also must submit a list of all conference members and identify which of those have completed a background check. Both the ANNUAL CONFERENCE REPORT and the list must be sent to the Council office.

Background Check Policy and Records

If a SVDP member has already gone through a background check as a religious education teacher, parish employee, etc., that will suffice. If this applies to you, fill out form A (below) and return it to your conference president.

If you have not had a background check, fill out form B at the bottom of this page and return it to your conference president.

Form A

Name _____ SVDP conference name _____

Parish that conducted my background check _____ Date of record _____

My signature below confirms the above information. I understand that my SVDP conference will keep this form on file. I release the Denver Metro Council of Society of St. Vincent de Paul and any other agent from liability or damages whatsoever for the obtaining of any background information prior to or at any time during my service. All parties agree to keep all applicant background information in strict confidence, will use the information for lawful purposes, and will adhere to all applicable laws.

Signature of SVDP member: _____ Current date _____

Form B

I understand a criminal background investigation is required of all St. Vincent de Paul members. I authorize my St. Vincent de Paul conference to submit my name and preferred email address to the SVDP Denver Metro Council's preferred certified background check agency, Selection.com. When Selection.com contacts me, I understand that I will need to provide that agency with additional information required for the background check.

I release the Denver Metro Council of Society of St. Vincent de Paul and any other agent from liability or damages whatsoever for the obtaining of any background information prior to or at any time during my service. All parties agree to keep all applicant background information in strict confidence, will use the information for lawful purposes, and will adhere to all applicable laws.

Full name: _____ Email address: _____

Signature: _____ Date _____

Certification of Completion of SVDP Denver Metro Safeguarding Training

The Denver Metro safeguarding policy is consistent with guidelines laid out by the St. Vincent de Paul National Council, the Archdiocese of Denver, the State of Colorado, and Colorado county agencies. The SVDP Denver Metro Council training program has been prepared to assist you when you are working with our neighbors in need, especially these:

Families with children

Elders

Vulnerable adults

Neighbors facing serious emergencies and mental health issues

Your signature below certifies that you have received a copy of the SVDP Denver Metro Council Safeguarding Policy and Program and have completed the Power Point training. Please give your signed copy to your conference president, who will keep this copy on file and will share a copy with the Denver Metro Council at the time of the next SVDP annual report.

Your name (print): _____

Signature: _____

Your SVDP conference: _____

Date: _____