

Background and Credit Check for Albany Presbytery Step By Step Instructions

Performance of checks shall be initiated by the COM liaison to the PNC or by the COM moderator, if no PNC is involved. These checks shall be completed and reports received prior to arranging for COM's clearance interviews of candidates, which normally occur when they are brought here by a PNC for interviews and preaching at a neutral pulpit.

Candidates must provide clearance for these checks in writing before they will be performed. Release forms can be found in your COM handbook and on Albany Presbytery's website. After a candidate completes this form (or signs a waiver) it must be mailed to the General Presbyter to be processed.

The General Presbytery will inform the candidate, the COM liaison, and the COM chair when the background check has been completed. If further follow up is warranted, the General Presbyter will consult with the COM chair and together they will recommend next steps.