

Statement of Best Practice	UUA	United Church of Christ (Statements of Guiding Principles in Manual on Ministry vol. 8, The Oversight of Ministries)	Central Conference of American Rabbis Code of Ethics	United Methodist Church (Rights and Expectations of Victims/Survivors, found on umsexualethics.org)
I. Principles Related to Procedural Fairness and Respect for All Parties				
2. Individual Bringing Complaint, Alleged Victims and Minister or Candidate Each Have a Right to Be Heard and Taken Seriously.	Current statement on UUA website: "...your inquiry will be treated with compassion, care and respect." Also, "[t]he UUA Office of Ethics and Safety, in addition to broad support for safe congregations and right relations, provides a system for response to complaints of professional misconduct that is grounded in principles of restorative justice and reconciliation." Current process now includes right of individual bringing complaint to meet with EC. An individual bringing a complaint against a candidate does not yet have the opportunity, under Policy 20C, to meet with the Ministerial Credentialing Director or the Director of Ministries and Faith Development. UUA website states individuals bringing complaints consult with UUA Consultant during EC negotiation of resolution agreement with minister. Policies and Rules make no reference to this process.	"All questions about fitness are to be taken seriously and are not to be dismissed without careful review and a response by the Association Committee on the Ministry" UCC Manual on Ministry, Section 8 ("UCC Manual"), p. 31. "Authorized ministers are entitled to the protection of a process that is fair and just should their fitness to ministry be called into question." (UCC Manual, p. 30) Association Committee on the Ministry "must do careful work to ...ensure all parties affected have ample opportunity to speak to the question at hand." Meetings held by Association Committee on the Ministry provide opportunity for "those most directly involved with the question of a person's fitness for ministry to speak directly to the Committee." (p. 42) Parties are permitted "to have others participate in the meeting...to present information that speaks directly to the fitness question." (pp. 42-43).	CCAR Ethics Code ("Code") states Section VI "sets forth powers and procedures that will enable the CCAR...to insure a fair hearing." (Sec. V) The Ethics Committee affords "the rabbi, the alleged victim(s) and the complainant separate opportunities to to present their cases to and/or respond to questions from the EC." (Sec. VI.D.1.f.2).	"When a complaint is being investigated, you should expect that the complaint will be taken seriously and fully investigated." (umc.sexualethics.org)
3. The Parties in the Complaint Process, and Individuals Considering Bringing a Complaint, are Clearly Informed in Writing of Process, Including its Expected Timeline.	The UUA website provides that "the process of making complaints can be complex. Our intake person...can explain the process for filing a complaint." Also states that the process will involve "advocates as needed, the latter providing both pastoral support and process information/advice to the complainant." The MFC Rules or Policies do not require that the parties receive in writing a summary of the complaint process.	"Once a Fitness Review is underway, the person raising a question about fitness and the person whose fitness is being reviewed should be informed of the procedures that will be used." The Manual on Ministry provides a summary chart (pp. 56-63) of the procedure for a Fitness Review, outlining the procedures for the minister under review, for those raising fitness concerns, for the review committee and its representatives.	"Persons receiving a complaint...should inform the complainant about the procedure for making a complaint and continue to counsel him/her." (Sec. VI.B) The EC Chair "shall promptly respond in writing to the complainant outlining the process of the investigation." (Sec. VI.C.1)	"An explanation of the investigation/complaint process will be shared" and "If you ask, you will receive a copy of the Sexual Ethics policy of the annual conference." Statements on UM sexual ethics. website under "When a Complaint is Being Investigated."
4. The Parties Receive Prompt Responses to Their Concerns and Participate in a Process that is Reasonably Prompt, with Clear Timeframes for Resolution of the Complaint.		"As soon as a representative of the Association is made aware of a concern about fitness, prompt response is essential." (UCC Manual, p. 31)	Section V of the Code provides Section VI "sets forth powers and procedures that will allow the CCAR to respond promptly and effectively when sexual (or other) misconduct is alleged." Procedures described in Section VI often highlight promptness: "To insure <i>prompt</i> and thorough response to complaints, the EC may establish fact gathering teams..." (Sec. VI.A) "The Chair shall <i>promptly</i> respond in writing to the complainant..." (Sec. VI.C.1). "The Chair will <i>promptly</i> send notice of the charge..." (Sec. VI.C.2).	"You should expect that the investigation should happen in a timely manner."
5. Decisions to not refer a complaint to the UUA Consultant or the Executive Committee of the MFC Require Review and Agreement of the Director of Ministries and Faith 6. If Interviews are Required of the Parties as Part of the Investigation, both the Individual Bringing a Complaint and the Minister have a Right to An Individual Interview, and to Know the Identity of the Interviewer(s) and the Make-up of the Investigation Team Before the Interview.	Not articulated as a principle on the UUA website. Before decision is made to refer complaint to MFC, may UUA Consultant or intake person make decisions without consulting with other staff members?	Guiding Principles state that no "individual should ever act alone to determine whether a question of fitness is or is not serious enough to warrant through examination through a Fitness Review." (UCC Manual, p. 31)	No principle articulated. Complaints go directly to Chair of EC for adjudication by EC. (Sec. VI.B, C and D).	No statement on UMCsexualethics.org
	Policy 19D provides if it is determined personal interviews would be appropriate, investigators will interview "complainant, minister against who the complaint has been made, and as many other individuals with knowledge of the issues or circumstances raised by the complaint." Rule 16 does not describe an investigation process for ministers in Preliminary Fellowship. Under Rule 16, minister is permitted to submit "relevant material" prior to Executive Committee decision after Fellowship review.	Guiding Principles state that "all parties affected have ample opportunity to speak to the question at hand." (UCC Manual, p. 31) In investigation, person raising concern may write letter to review committee; may be interviewed if more information is needed. Minister under review may be asked for his or her perspective and response to information presented. (UCC Manual, p. 40) Interview team is preferably "a man and a woman, one of whom is an authorized minister and the other a layperson." UCC Manual, p.39.	Not articulated as a principle. In investigation, fact gathering team meets separately with rabbi, alleged victim(s) and complainant. (Team has discretion to meet with others.) Any person meeting with team may be accompanied by two other persons. (Sec. VI.D.1.a and b) Fact gathering team is comprised of "two rabbis (one of whom is a member of the Ethics Committee) and a layperson...Attention should be paid to gender balance..." (Sec. VI.A)	"if you are invited to a meeting, you have the right to bring a support person or advocate who will have voice (this cannot be a lawyer)."
7. The Process Avoids Conflicts of Interest and Minimizes Perceptions of Bias by Ensuring Staff, Consultants and MFC Members Involved in the Process are Required to Disclose Prior Relationships and Potential Conflicts of Interest with the Parties and Alleged Victim(s), and Recuse Themselves in the Event of a Conflict of Interest.	Policy 19D states "each individual appointed to be an investigator is expected to maintain neutrality and an open mind throughout the investigation."	Review committee is to "ensure that "no person taking part in the Fitness Review has a potential conflict of interest and that the proceeding minimizes perceptions of bias." (UCC Manual, p. 30) Review committee is to take steps to ensure that "no person has a potential conflict of interest or will be placed in a position of multiple roles. Committee members should disclose if they should be excused, with or without discussing the reason. The Committee may also ask the person to step aside, or the individual and the Committee may discuss circumstances and reach a mutual agreement regarding the individual's participation." (UCC Manual, p. 38)	Not articulated as a principle. An EC member of investigation team may participate in EC's deliberations concerning the case but may not vote." (Sec. VI.A.)	"You should expect that the investigation will be objective."
8. The Parties Have, Except Where Confidentiality and Privacy Concerns Otherwise Warrant, Comparable Access to Information Shared in the Process.	Policy 19E requires Executive Secretary to notify minister, complainant and other interested parties if there is insufficient grounds for a Fellowship review.	Guiding Principle: All parties should have comparable access to information pertinent to the review and should be informed of who to contact with questions about the process." (UCC Manual, p. 31)	Not articulated as a principle. EC Chair sends notice of charge, with information about pending investigation, to rabbi, alleged victim(s) and complainant. (Sec. VI.C.2) Fact gathering team sends copy of its report to rabbi, alleged victim(s) and complainant. (Sec. VI.D.1.f.1) EC Chair is to inform all parties as to the nature of the EC decision and the appeal process. (Sec. VI.D.1.f.3)	
10. Each party has similar rights of appeal regarding a decision whether or not to terminate Final Fellowship.	Policy 19E gives person bringing complaint right to appeal determination that insufficient grounds exist for full Committee Fellowship Review. Rule 25 gives minister right to appeal decision of MFC to terminate Final Fellowship.	Minister and person raising concern have similar rights to appeal decision of review committee on basis that committee failed to follow process and procedures of the Association. (UCC Manual, p. 11)	If EC dismisses complaint, complainant or alleged victim(s) may appeal to EC. (Sec. VI.E.1.a) Subject of a reprimand has right to appeal to EC. (Sec. VI.E.1.b) Rabbi may appeal censure or removal from all rabbinic functions, and rabbi, alleged victim(s) and complainant each have opportunity to appear and advocate their respective positions. In case of suspension or expulsion, rabbi may present his or her case to Board of Appeals and respond to questions.	
II. Practices Related to Support for Person Bringing Complaint/Alleged Victim(s)				

9. The Parties, as Well as the Individual Considering Bringing a Complaint, Are Offered a Support Person. No Support Person Should be Likely, by Reason of His or Her Professional Stature or Relationships, to Unduly Influence the Investigation or Decision	UUA Website states Office of Ethics and Safety coordinates support services to affected individuals and involves advocates as needed, to provide both pastoral support and process information/advice to the complainant.	Both minister under review and person raising concern are offered pastoral support when Fitness Review is initiated by review committee (for their families as well). (UCC Manual, p. 38) Review committee meets with those who raised concern to "communicate and interpret its decision, to relate to them pastorally, and to seek reconciliation." (UCC Manual, p. 45)	Beginning with fact gathering, support is provided to alleged victims, the rabbi and the rabbi's family, staff of the congregation, and to the congregation itself. (Sec. VI.D.1.d)	