

**INSTITUTE OF CHRIST THE KING SOVEREIGN PRIEST  
CODE OF CONDUCT REPORT FORM**

Arizona law encourages ALL individuals to report reasonable belief that a minor has been a victim of physical injury (except accidental), abuse, child abuse, or neglect IMMEDIATELY, by telephone call, to:

**1-888-767-2445**

Individuals who are mandatory reporters under Arizona law are required to report such reasonable beliefs to law enforcement or, in the case of non-emergency concerns, via Arizona's Online Reporting Service for mandated reporters <https://guardian.dynamics365portals.us/>. For information about who is a mandatory reporter see: <https://www.azleg.gov/ars/13/03620.htm>.

The Diocese of Tucson requires ALL individuals (not just mandatory reporters) to call the Diocesan Victim Assistance Program (520-623-0344) and/or the Diocesan Office of Child, Adolescent, and Adult Protection (520-838-2513). The Diocese provides a Child Abuse/Incident Report Form that can be used for this purpose and found online here: <https://files.ecatholic.com/22996/documents/2023/8/Fillable-DOT%20CAAP%20REPORT%207-2023.pdf?t=1692035648000>.

In addition, the Institute's Code of Conduct requires *all* members, staff and volunteers to report *all* behaviors that raise concerns or violate its Code of Conduct (*even if* the behavior or suspected behavior does not rise to the level of "reasonable belief that a minor has been a victim of physical injury (except accidental), abuse, child abuse, or neglect" under Arizona law, and *even if* the member, staff, or volunteer is not a Mandatory Reporter under Arizona law. This internal report should be made to the local superior or, if the superior himself is the subject of concern, to the Institute's provincial superior in Chicago.

**TO THE EXTENT ALLOWED BY LAW, all reporting will be kept in strict confidence, so as to protect the rights of the one who reports the concern, the potential victim, and the potential accused.**

If the incident was reported to Arizona civil authorities, attach the Diocesan Child Abuse Report Form to this form. If the incident was *not reported or required to be reported* to Arizona civil authorities, complete the form on the back of this page.

Submit this form to the Rector of St. Joseph Oratory or, if necessary, to the Institute's Provincial Superior in Chicago.

For further information, contact:

Rev. Canon Jonathon Fehrenbacher  
Rector  
St. Gianna Oratory  
c/o Priory of Our Lady of Guadalupe  
P.O. Box 87350  
Tucson, AZ 85754-7350  
(520) 883-4360

Canon Matthew Talarico  
Provincial Superior, USA  
6415 South Woodlawn Ave.  
Chicago, IL 60637  
(773) 363-7409

INSTITUTE OF CHRIST THE KING SOVEREIGN PRIEST  
CODE OF CONDUCT INTERNAL REPORT FORM

*This form is to be used for incidents that are NOT required to be reported to civil authorities but that are nonetheless a violation, or a perceived violation, of the Institute's Code of Conduct.*

**Did you call 9-1-1 and/or the State Hotline and make a Report? \_\_\_Yes \_\_\_No. If "Yes," please complete the Diocese of Tucson Child Abuse Report Form instead of this form.**

This form should be used to report concerns about any potential violation of the Institute's Code of Conduct, including:

- Sexual Misconduct
- Respect for Personal Living Spaces
- Use of Social Media
- Photograph and Video Use
- Gifts and Loans
- Drug and Alcohol Abuse

Name: \_\_\_\_\_

Role with the Institute: \_\_\_\_\_

Name of Institute Apostolate: \_\_\_\_\_

Describe the behavior that concerns you, including the circumstances, names, date and place of alleged incident(s) (*use additional pages as necessary*):

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Signed \_\_\_\_\_  
Member/Staff/Volunteer

Date: \_\_\_\_\_

Signed \_\_\_\_\_  
Superior

Date: \_\_\_\_\_