# Inactive Clergy

The Diocese of Christ our Hope (DCH) recognizes that, from time to time, clergy may be made “inactive” by the Bishop for various reasons, ranging from formal discipline, to pastoral care, a temporary leave of absence, etc. Inactive status signifies that the clergy person is not engaging in any active ministry in a DCH mission or congregation, but their orders still remain in DCH.

Inactive clergy typically do not participate in regular Parish Visits, nor are required to attend diocesan events. Nevertheless, it is the desire and responsibility of the Bishop to maintain regular contact with inactive clergy under his care. This customary describes the expectations and protocols such clergy, in addition to the protocol for reinstatement to active status.

**Checklist for Inactive Clergy**

* Annual written report (attached below) submitted to Canon Ben Bowman by the end of January and June each year (bbowman@adhope.org). This may be completed and submitted more frequently if helpful.
* Annual interview with the DCH bishop

**Checklist for Reinstatement to Active Status**

Forms and guides are available on our website at <https://www.adhope.org/credentialing-documents>

The specific terms for reinstatement to active status for clergy who have been placed under formal discipline will be determined at the completion of the disciplinary period.

* At least 6 months attendance at a DCH Mission or Congregation
* Interview with Canon to the Ordinary
* Interview between Canon to the Ordinary and Rector
* Receipt of written approval of the rector of the mission or congregation in which you will be serving (see attached form below)
* Receipt of Ministry Application, Part I
* Receipt of Clergy Wellbeing Inventory
* Completion and receipt of DCH background check, or provision of evidence of the same completed within the past five years
* Completion and receipt of Ministry Safe and UCSE courses (online sexual abuse prevention tutorials), or provision of documentation showing completion of the same. Contact bbowman@adhope.org for Ministry Safe and UCSE login info.
* Completion of DCH Child Protection training.
* Interview with the DCH bishop
* Receipt of approval from the DCH bishop

**Clergy Report**

DATE

FULL NAME

Please answer the following questions, limiting your report to no more than 2 pages.

* Please list the name of the church you currently attend, as well as the name and contact information for the Rector or Sr. Pastor.
* How would you describe your relationship to this church?
* How would you describe your relationship with the Rector/Sr. Pastor and his staff?
* Please describe the state of your spiritual and emotional health, including specific rhythms and practices you employ.
* As applicable, please describe the state of your spouse and children’s spiritual and emotional health.
* Are there any important updates to your sense of call to ordained ministry? Do you believe it may be time to discuss becoming active in a DCH mission or congregation? If so, please explain.
* What specific prayer needs do you have?

Please send your report by the end of January and June to Canon Ben Bowman (bbowman@adhope.org).

**Rector Report for Reinstatement of Inactive Clergy**

DATE

I, RECTOR NAME, request that NAME OF INACTIVE CLERGY be reinstated to active status to serve at CHURCH NAME.

Report

Please answer the following questions, limiting your report to no more than 2 pages.

* Please describe your rationale for this request.
* Do you believe this person is in a healthy place to reengage as active clergy? Please address the strength and clarity of their sense of calling, spiritual and emotional wellbeing, and that of their marriage and children (as applicable).
* Please describe the ministry activities and responsibilities in which this person will be engaged.
* Does this person have a healthy relationship with you, the staff, vestry, and parish community?

Rector Signature

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Please send your report by the end of January to Canon Ben Bowman (bbowman@adhope.org).