

LIST OF REGULAR MINISTRY INSURANCE WORKSHOPS OFFERED  
AND TABLE OF WORKSHOP TIME COMMITMENT

SUBJECT		WORKSHOP 1			WORKSHOP 2			WORKSHOP 3			WORKSHOP 4			WORKSHOP 5			WORKSHOP 6			WORKSHOP 7			WORKSHOP 8			WORKSHOP 9			
		BASIC RISK & SAFETY MANAGEMENT REVIEW			COMPREHENSIVE RISK & SAFETY MANAGEMENT REVIEW			CHILD & YOUTH CARE & PROTECTION			REPORTING CHILD/YOUTH ABUSE			SECURITY TEAM FORMATION			MONEY HANDLING & EMBEZZLEMENT PREVENTION			DETERMINING RESPONSIBLE INSURANCE COVERAGE LEVELS			EMPLOYMENT PRACTICES (RISK ISSUES)			USE OF AUTOMOBILES & OTHER VEHICLES			
		HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	HOURS BEFORE WORK-SHOP	HOURS DURING WORK-SHOP	TOTAL HOURS	
*	1	RISK & SAFETY MANAGEMENT REVIEW	0.5	1.5	2	1	1	2																		0.5	0.5	1	
+	2	CHILD & YOUTH CARE & PROTECTION	0.5	0.5	1	1	2	3	1	1.5	2.5																		
+	3	STATE OF GEORGIA MANDATORY REPORTING				1		1	1	0.5	1.5	1	1	2	1		1												
*	4	SECURITY TEAM FORMATION				0.5	0.5	1							1	2	3												
*	5	MONEY HANDLING & EMBEZZLEMENT PREVENTION				0.5	0.5	1										1	1	2									
*	6	DETERMINING RESPONSIBLE LEVELS OF INSURANCE COVERAGE				0.5	1	1.5													1	2	3						
+	7	EMPLOYMENT PRACTICES (RISK ISSUES)				0.5	0.5	1																1	2	3			
+	8	USE OF AUTOMOBILES & OTHER VEHICLES				0.5	0.5	1	0.5	0.5	1															1	1	2	
TOTAL HOURS			1	2	3	5.5	6	11.5	2.5	2.5	5	1	1	2	2	2	4	1	1	2	1	2	3	1	2	3	1.5	1.5	3
*	WORKSHOP CONTENT WILL BE CUSTOMIZED FOR THE TYPE OF ORGANIZATION. FOR EXAMPLE, RISK MGMT. TRAINING WILL BE DIFFERENT FOR A CHURCH THAN FOR A CAMP OR COLLEGE.																												
+	WORKSHOP CONTENT & FORMAT WILL BE THE SAME REGARDLESS OF THE TYPE OF ORGANIZATION.																												
NOTE 1	WORKSHOP 1, BASIC RISK & SAFETY MANAGEMENT REVIEW, IS A REVIEW OF ALL THAT SHOULD BE DONE TO REDUCE RISK. MANY TIMES AFTER THIS WORKSHOP THE PARTICIPATING ORGANIZATIONS DECIDE TO PARTICIPATE IN ADDITIONAL WORKSHOPS TO REDUCE RISKS IN PARTICULAR AREAS OF THEIR OPERATIONS.																												
NOTE 2	IT IS STRONGLY SUGGESTED THAT, IF ORGANIZATIONS TAKE WORKSHOP 5, THEY ALSO TAKE WORKSHOP 4 WITH IT. ALL MEMBERS OF SECURITY TEAMS SHOULD BE CERTIFIED IN THE CARE AND PROTECTION OF CHILDREN & YOUTH, INCLUDING REPORTING REQUIREMENTS.																												