

## FAQ... Periodic Ministry Update (PMU)

- **Why is this being done?** Our Church of God Credentials Manual calls for the credentialing Assemblies in our movement to complete an update on every credentialed minister every five years. We are leveraging this requirement to help us connect with you and your ministry. Because Indiana Ministries holds the credentials of every CHOG minister living in Indiana, they put their stamp of approval and vouch for you. All of us are vulnerable in the world we live in today. This provides a layer of protection.
- **Who is doing the Periodic Ministry Update (PMU)?** The Department of Ministry Service (DMS) of Indiana Ministries of the Church of God who oversees the credentialing of all Church of God ministers in Indiana is responsible to fulfill all expectations from the National Credentials Manual. The DMS has appointed a team made up of the PMU Director and Master Coordinators, along with the IM staff to fulfill this expectation.
- **Who developed the process?** A team made up of credential CHOG ministers serving in Indiana developed the process according to guidelines contained in the Credentials Manual. The process was approved by the DMS and by The Indiana Ministries Board of Directors.
- **When did the PMU start?** The process was developed in 2021 and 2022 was the first year. The CHOG ministers in Indiana have been divided into five groups based upon when you were ordained. One group will be done per year over a five-year period.
- **Is the PMU required and how often does it occur?** All credentialed ministers living in Indiana are expected to participate in and complete this update. For retired ministers, the PMU is encouraged but not required. The update takes place every five years.
- **What does the PMU focus on?** The extent to which your sense of calling and commitment is still current. Whether there is active accountability and appropriate relationship to the standards and expectations of ministers of the Church of God.
- **Is the PMU a performance review?** **NO...**The PMU is not a performance review.
- **What is the process?** Before the year of your update, you will receive a letter from the PMU Director stating that next year is the year for your update. In January/February of the year of your update, you will receive an email or phone call from one of the Master Coordinator's seeking to set up a time for your update. They will send an email with complete instructions.
- **Do I do anything before the update interview?** Yes. You will receive an email from the Indiana Ministries offices via email in early January. That email will include instructions and a link to an online form you'll need to complete prior to scheduling your PMU appointment. You will be asked to review the Code of Ethics and sign your agreement. *Please note that the Indiana Ministries Code of Ethics has been recently updated.* Please read it before you sign it! The final part of this online form is for you to pay for the Periodic Ministry Update. Watch for this email. After you complete the online form, you will receive an email from your Master Coordinator with complete instructions on how to set up your PMU meeting.

- **How long does the PMU meeting take?** Your in-person meeting will last about 45-60 minutes.
- **Does the meeting have to be in person?** YES! For the most part it is our desire to do these in person. This is not just a hoop to jump through...it is a time of hearing and seeing the heart of the minister. Some things can only happen in person.
- **Why is there a fee and what is it used for?** The fee is \$125 but remember this is every five years. There are expenses related to this process: mileage reimbursements, stipends for the Director and Coordinators, and background check fees. We encourage you to ask your church or ministry board to cover this cost. If this fee places a significant strain on your finances, please contact Jenene Lighty, Director of Credentialing at [jlighty@indianaministries.org](mailto:jlighty@indianaministries.org).
- **What is included in the background check?** An identity check, a check of the Indiana state and county criminal database, a national criminal check, and a check of the Nationwide Sex Offender Registry.
- **Who sees my background information?** The Director of Credentialing will be the person receiving the background information. No one on the PMU teams will see the information. Your information is kept in your confidential credentials file. If there are any concerns or red flags, they will be shared with the DMS.
- **What if I've already had a recent background check?** If you have a recent background check that is dated within the last 5 years AND has the similar checks as mentioned above, email Jenene Lighty, Director of Credentials at [jlighty@indianaministries.org](mailto:jlighty@indianaministries.org) with a copy of that screening document. If it does meet our criteria, we will decrease the cost of your PMU fee by \$25 (you will pay \$100).
- **What if I decline to take part in the PMU?** All credentialed ministers living in Indiana are expected to participate in and complete this update. For retired ministers, the PMU is encouraged but not required. The update takes place every five years. Failure of non-participation will result in credentials action by the DMS.