

- ☐ What is Registered Status all about?
- ☐ Why does Registered Status matter?
- ☐ How to pull a report to compare Family Status with Registered Status and how to find the families that need correction.
- ☐ Where do I find Registered/Un-registered status and how does it compare to Family Status and Member Status?
- ☐ When should I un-register a family & how do I do that?
- ☐ What if the family is registered at another parish?
- ☐ Who advises whom when another parish registered one of my families at their parish?
- ☐ Q & A

The 3 statuses tie together to make an overall picture of the family and its relationship to your parish.

- ☐ Family status pertains to parish relationship (one relationship per parish)
- ☐ Member Status pertains to the level of engagement with the primary registered parish.
- ☐ Registered status relates to which church the family choses to “belong” to.
- ☐ You can only view a family from your parish’s perspective. Other relationships (when searching across all parishes) would indicate whether they’re this family is your “member” or if you see “add to church” the relationship pertains to another parish.

San of Arc Parish	Sacrament Only	Cooper, Sheldon & Amy	4041 Pasadena St	Green Bay	2/8/2022	920-279-1212	Add to Church
Stanislaus Kostka Parish	Visitor	Cooper, Sheldon & Amy	4041 Pasadena St	Green Bay	10/28/2021	920-279-1212	Add to Church
St. James Parish	Active	216999 Cooper, Sheldon & Amy	4041 Pasadena St	Green Bay	7/13/1999	920-279-1212	Members

### Why Registered Status Matters

- ☐ Status is for purposes of counting families. A family should only be counted once – where they are registered (and essentially active).
- ☐ Counted only once! (luckily we don’t report # of Members to OCD- duplicated across families)

### How to get a report to review Family vs. Registered Status

- ☐ Pull the Family Status with Registered Status to see what needs correction.
- ☐ Look at some examples of mismatches on the report
- ☐ Families with many parishes in church – defines relationships with those churches
- ☐ We never delete churches from a family
  - o (example – Feb 2021 a family came in as contributor, then decided to register 6 months later, then Dec 2021 chooses to join a different parish.
  - o What would happen if the parish that pulls the family in deleted the old parish, severing that relationship?
  - o What about Tax Statement time?
  - o What would happen to the contributions for Feb 2021-Dec 2021 at their previous parish?)
- ☐ When do I unregister a family?
  - o If all members are deceased.
  - o If you’re the primary parish and informed the family moved out of diocese or left the church (make moved, inactive)
  - o If their relationship with all their churches is inactive, and all the members are inactive
  - o If their only church relationships are contributor, RE only, sacrament, visitor
- ☐ I pulled a family from another parish into my parish. Now what? How does the parish know the family has changed to another church?
  - o Courtesy to contact parish you pulled from.
  - o The Compass Newspaper has a “directory” on their site of all Parishes for contact information.

- Ditto if you pulled a family over to make an adult child their own adult family in prep of marriage or because they registered with you. (pulling an entire family over to your parish for this is fine – you would define the family relationship as sacrament only usually). This is the one and only time it's okay to delete the church relationship with the adult's parent family.

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DEMO-St Peregrine Parish	Active	216999	Cooper, Sheldon & Amy	4041 Pasadena St	Green Bay	7/13/1999	920-279-1212	Members

Family Status of Outreach and Prospective Family. (An excerpt video was inserted into the webinar recording on this.)

- Outreach is for a family who is not registered at another parish, and you know has left the church. It is not for Pastoral Care outreach.
  - Pastoral Care outreach would be handled with "Active" family, and the member who requires pastoral care visits would have member status of "Homebound".
  - You can create a family tag for Pastoral Care families who would like pastoral care visits.
  - Or you can create a Pastoral Visit committee and put the individual person in there.

Family status is different than member status – the member status is not necessarily in reference to your church – it is controlled by the church of registry.

Finding a member within a family, where you don't have the family name. You can use Member Search by name, then download the list – which will show the family name and address. You can then search for the parent family in family search.

Example: Searching for Hannah Bankole, when I cannot find a Bankole Family.

Member Search

All Statuses

Telephone

First Name

bankole

Address

City

Birthdate From

Birthdate To

All Languages

Email

All Parishes

Reset
Search
Cancel

Search
Reset
Send Message
Download

&lt;
&gt;
Show: 10

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2 records

