



## Office for the Protection of Children & Youth

# 2025/26 Safe Environment Compliance Guidelines Chart **Compliance Year: July 1, 2025 – June 30, 2026**

The Archdiocese of Chicago requires that all clergy, all employees, and those third-party professionals and volunteers who work with and/or minister to minors and/or vulnerable adults comply with Safe Environment protocols for the protection of children and vulnerable adults (see [Policy 603](#)). Safe Environment compliance is a condition of employment/volunteering and must be met prior to start. Requirements are verified and tracked in the [Virtus online system](#), and Virtus registration instructions are available in [English](#), [Spanish](#), and [Polish](#).

### Personnel Compliance

Role	Description	Name-Based Criminal Background Check (CBC) Completed in Virtus prior to start and every 3 years thereafter	Fingerprints Completed prior to start at each new school (Fingerprints are not transferable)	DCFS CANTS 689 Form Completed at start and annually on July 1 <a href="#">CANTS 689 English</a> <a href="#">CANTS 689 Spanish</a>	Training Completed at start and, if recertification is required, every three years thereafter	Mandated Reporter Training (MRT) and DCFS CANTS 22/A Form Completed at start and every 3 years thereafter <a href="#">CANTS 22 English</a> <a href="#">CANTS 22 Spanish</a> <a href="#">CANTS 22A English</a> <a href="#">CANTS 22A Spanish</a>	Archdiocesan Standards of Behavior (ASB) Completed at start and annually on July 1 <a href="#">English</a> <a href="#">Spanish</a> <a href="#">Polish</a>
Priest	Diocesan and religious order priests in active or supply ministry (including “retired” clerics who continue to celebrate occasional sacraments). Includes those living outside of the diocese who are not incardinated elsewhere.	✓		✓	Protecting God’s Children and the three-year recertification	✓	✓
Deacon	Diocesan deacons in active or supply ministry. Includes those living outside of the diocese who are not incardinated elsewhere. Deacons’ wives should not select this role.	✓		✓	Protecting God’s Children and the three-year recertification	✓	✓
Candidate for Ordination	All seminarians and candidates for the permanent diaconate. Women should not select this role.	✓		✓	Protecting God’s Children and the three-year recertification	✓	✓
Educator	Salaried teachers and principals in archdiocesan schools. Catechists and other school employees should not select this role.	✓	✓	✓	Protecting God’s Children and the three-year recertification	✓	✓
Employee	Paid persons (other than Priests, Deacons, or Educators) who are employed by and work directly for the diocese or parishes/schools, such as pastoral center personnel, DRE/ CREs who are paid, youth ministers who are paid, parish ministers, school support staff, rectory personnel, etc.	✓	Required for school employees only (certified and noncertified)	Required only one time for employees who do not work with minors	Protecting God’s Children and the three-year recertification	Required for employees who work with minors only	✓

<b>Role</b>	<b>Description</b>	<b>Name-Based Criminal Background Check (CBC)</b> Completed in Virtus prior to start and every 3 years thereafter	<b>Fingerprints</b> Completed prior to start at each new school (Fingerprints are not transferable)	<b>DCFS CANTS 689 Form</b> Completed at start and annually on July 1 <b>CANTS 689 English</b> <b>CANTS 689 Spanish</b>	<b>Training</b> Completed at start and, if recertification is required, every three years thereafter	<b>Mandated Reporter Training (MRT) and DCFS CANTS 22/A Form</b> Completed at start and every 3 years thereafter <b>CANTS 22 English</b> <b>CANTS 22 Spanish</b> <b>CANTS 22A English</b> <b>CANTS 22A Spanish</b>	<b>Archdiocesan Standards of Behavior (ASB)</b> Completed at start and annually on July 1 <b>English</b> <b>Spanish</b> <b>Polish</b>
Volunteer	Unpaid persons ministering with minors who assist the diocese (including parishes and schools). This role may include: <ul style="list-style-type: none"> <li>• Catechists</li> <li>• DREs/CREs (unpaid)</li> <li>• Youth ministers (unpaid)</li> <li>• Coaches (unpaid)</li> <li>• Scout Leaders</li> <li>• SPRED volunteers with minors</li> </ul>	✓		✓	Protecting God's Children and the three-year recertification	✓	✓
Minister to Vulnerable Adults	Unpaid persons who volunteer in ministries to vulnerable adults, such as SPRED programs with adults, nursing homes, in-home visits with the elderly, prison ministry, and hospital ministry. Includes chaplains.	✓		Required only one time for volunteers who do not work with minors	Vulnerable Adults Training (one-time training)*		✓
Non Employee/ Non Volunteer/ Contractor + Student Teacher	Persons who are not employed by the diocese or parishes/schools and who provide third-party/contractor services. The contractor must have a signed agreement with the diocese, parish, or school through the Office of Legal Services. Student teachers must provide a University Certification Statement.				Protecting God's Children and the three-year recertification		✓
Chicago Public Schools	Chicago Public School employees providing Title services in Catholic Schools.				Protecting All Children (one-time training)		✓
Minor Employee**	Paid persons under the age of 18 who are employed by and work directly for the diocese or parishes/schools. These persons select the "Employee" role in Virtus and are identified as minors by the dates of birth entered in Virtus.				Healthy Teens (one-time training)		Minors are given a copy of the ASB to review with their parents/guardians

## Student Training

Every student (K–12) in schools and religious education programs must be offered training annually on sexual abuse prevention. More information about the student training requirement is available here: [Child/Youth Training](#).

## Additional Notes

\* Note that the completion of "Protecting God's Children" does not replace the completion of "Vulnerable Adults Training." Volunteers who work with minors **and** vulnerable adults must select both roles – Volunteer and Minister to Vulnerable Adults – and complete both training courses. Volunteers who only work with vulnerable adults should only select the role "Minister to Vulnerable Adults."

\*\* Employees who are minors may not supervise other minors. Volunteers who are minors may create Virtus accounts at their respective pastor's discretion.