

Dear Volunteers:

Thank you for your continued support of our parishes and schools. It is our sacred duty to protect the youth that attend our parishes and schools. With this in mind and our continued diligence toward a safe environment for our youth, the Diocese of Toledo implemented a process of training and background checks for our employees and volunteers that became effective July 1, 2016.

All volunteers in our school and those in our parishes whose service brings them into contact with children are required to fulfill the following:

1. Read and Acknowledge Standards and Guidelines
2. Complete a Social Security Number background check, completed by Selection.com
3. Complete the protecting youth program online, Protecting God's Children 4.0 and Vulnerable Adults 2.0.

All requirements are good for 5 years from the date of completion. The requirements must be renewed every 5 years. All of these requirements may be fulfilled through the VIRTUS website.

Please check with your parish/school Safe Environment Compliance Officer to see if you currently have an account and if you are in need of updating any of your requirements.

Sincerely,

Jacqueline R. Maume

Coordinator, Office of Child and Youth Protection

Diocese of Toledo

jmaume@toledodiocese.org

[VIRTUS Online Registration Instructions](#)

[VIRTUS Updating Requirements](#)

IF YOU ARE A BRAND NEW VOLUNTEER, start at

English: https://www.virtusonline.org/virtus/reg_2.cfm?themc=O&org=37396

Spanish: https://www.virtusonline.org/virtus/sp_reg_1.cfm?theme=0%20

There you will set up your account in VIRTUS. You will then complete all 3 components of the Protecting God's Children program online:

1. Read and electronically acknowledge the Standards and Guidelines Form
2. Complete a social security number based background check through Selection.com (\$25) -If you have lived outside of Ohio in the last 5 years there may be additional charges dependent on the county where you lived.
3. Complete Protecting God's Children 4.0 and Vulnerable Adults 2.0 online module.

IF YOU ARE AN EXISTING VOLUNTEER and have completed a protecting youth course or had a background check submitted at any point in your volunteering, those records are in the VIRTUS system. Please check with your local Compliance Officer, he/she will be able verify your account in VIRTUS and inform you what is needed for you to remain a volunteer.

****There are 2 instances where new volunteers will not be asked to complete all 3 requirements**

1. CYO Coach-will be asked to complete only the SSN background check. All other requirements will be completed at a Certification or Recertification Workshop
2. Scout Leader-will not be asked to complete the background check as they must be completed per Council requirements. FYI, the background check required by a Scout council is good only for scouting. If you wish to volunteer in another capacity you must complete the diocesan requirements.