

Diocese of Winona-Rochester

NEW VOLUNTEER SAFE ENVIRONMENT CHECKLIST

VOLUNTEER'S NAME: _____

Active Date: _____

BACKGROUND CHECK

- S2Verify Consent Form (must be signed before the check can be run).
 - Run background check through S2Verify. Should be run before volunteering.
 1. Date run: _____
 2. Re-run date: _____ Re-run every five-years; must sign a new consent form.
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VIRTUS® LIVE TRAINING & RECERTIFICATION

- Complete VIRTUS Online training "**Protecting God's Children® Online Awareness Session 3.0**" offered in English and Spanish (recertify every 5-years).
 1. Training date: _____
 2. Recertification date: _____ (every five-years; online recertification training will be assigned).
 - Assign VIRTUS® Monthly training bulletins. If this person is in charge of a group, i.e. Director of Faith Formation, Volunteer Coordinator, etc.
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DIOCESE OF WINONA-ROCHESTER CODE OF CONDUCT

- Give the Diocese of Winona-Rochester Volunteer Code of Conduct. Have them sign and place in volunteer file. For all new volunteers this is now part of the VIRTUS® 'New Registration' process. Their profile is populated with this information through the registration process so a paper form is no longer necessary to maintain.