

Diocese of Winona-Rochester

**NEW VOLUNTEER SAFE ENVIRONMENT CHECKLIST**

**VOLUNTEER'S NAME:** \_\_\_\_\_

Active Date: \_\_\_\_\_

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**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**

- Must attend a live 2 hour VIRTUS training before being with children.
    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.