



Office for the Protection of Children and Youth

Safe Environment Compliance Guidelines Chart, July 2024

Compliance period: July 1, 2024 – June 30, 2025

| Role | CBC | FP | CANTS 689 | Adult Training | MRT & CANTS 22/A | ASB |
|--|-----|----|-----------|----------------|------------------|-----|
| School volunteers and all parish volunteers who serve with children and/or youth | √ | | √ | PGC & Rec. | √ | √ |
| | | | | | | |

* Required only once for employees who do not work with children.

+ Parish/School must have contract through Office of Legal Services for third-party vendor.

CBC: Name-based criminal background check run through **Virtus online** as part of the Virtus registration process. Rechecked every three years through Virtus. **(Policy 603.2)**

Child Abuse & Neglect Tracking System (CANTS 689):

Yearly check of the central registry of Department of Children and Family Services. **(Policy 603.5)**

English CANTS 689 Form

Spanish CANTS 689 Form

ADULT TRAINING THROUGH VIRTUS SYSTEM

PGC: Protecting God's Children training session.

Register and attend immediately after beginning work or volunteering. **(Policy 603.3)**

A Plan to Protect God's Children Recertification Training

4.0 with Technology is a 3-year recertification program completed online through the Virtus system. Replaces Keeping the Promise Alive. **(Policy 603.7)**

Those under the age of 18 are unable to meet safe environment compliance requirement. Therefore, they may not be in a supervisory role or in charge of minors.

HT: Healthy Teens is an age-appropriate training for minors who are employees.

MRT: DCFS-Mandated Reporter Training is available through the Virtus system. Recertified every three years, including re-signing the Acknowledgment Form **(CANTS 22 or CANTS 22A for clergy)**. Certificates and signed forms are to be kept on file. **(Policies 603.6 and 603.7)**
Spanish CANTS 22 Form **Spanish CANTS 22A (Clergy)**

ASB: Archdiocesan Standards of Behavior for Church Personnel Working with Minors and Vulnerable Adults. Read and signed at time of hire and re-acknowledged yearly through the Virtus system.

(Policy 603.4)

Archdiocesan Standards of Behavior (English)
Estándares de Comportamiento Arquidiocesanos (español)

Archidiecezjalne standardy zachowania (polski)

Safe Environment compliance is a condition of employment/volunteering and must be met prior to start date. All compliance recordkeeping is to be verified and tracked within the Virtus System Database and reported in the Annual OPCY Audit. (Policy 603.1)