



### **NEW RELIGIOUS ED VOLUNTEERS**

The Office for the Protection of Children & Youth, Archdioceses of Chicago has streamlined the registration process and submission of background check for volunteers. Now all volunteers are asked to visit: <http://www.virtusonline.org> where you will register for a live Virtus session called Protecting God's Children for Adults. When you do, volunteers will also be asked to submit their background check in the Virtus System. When asked to select your primary site, please follow these guidelines:

#### **Religious Education volunteers – St. Francis Xavier– Spring**

You will also: Download the DCFS/CANTS form. Complete, sign and send to Elis Guidice, Director of Religious Education. Your registration in the Virtus site will provide information for a background check which you will authorize on the last page.

Please read to the bottom of the page. It also applies to new volunteers. **[Click here for step by step instructions for the Virtus site.](#)** The links imbedded in the instructions are not linked. They are for demonstration purposes only.

#### **ALL VOLUNTEERS MUST COMPLETE ILLINOIS MANDATED REPORTER TRAINING AT THIS**

**LINK:** <https://mr.dcfstraining.org/UserAuth/Login!loginPage.action?resetSucceeded=true>

There is a certificate at the end. Please print and send to Elis Guidice. This is renewable every three years. There is also a certificate at the end of the live Protecting God's Children program. Send it to Elis.

#### **CURRENT RELIGIOUS EDUCATION VOLUNTEERS WHO HAVE ALREADY ATTENDED A VIRTUS SESSION (Live or Virtual)**

The work of protecting children is of the utmost importance to the Archdiocese of Chicago and St. Francis Xavier School/Parish. With that in mind, this year the Archdiocese Office for the Protection of Children & Youth requests everyone who has a Virtus account, which is everyone who has attended a Virtus (pedophile awareness) session, do a little updating to their Virtus account to make sure:

- Your name is the same as it is on your driver's license.
- Your primary location is St. Francis Xavier Parish–La Grange.
- Complete the background check information if asked.
- Everyone's ROLE should be listed as "volunteer". Download, complete and return to me: DCFS/Cants form.

Once finished, please email me that your account is updated. Thank you and please direct all questions to me at [eguidice@sfxlg.org](mailto:eguidice@sfxlg.org). If you need assistance with Virtus on line please contact Dina Garcia at: [dgarcia@archchicago.org](mailto:dgarcia@archchicago.org).