

THE DIOCESE OF BRIDGEPORT

SUMMARY OF SAFE ENVIRONMENT REQUIREMENTS FOR ALL CLERGY, LAY EMPLOYEES, VOLUNTEERS, PARENT VOLUNTEERS and INDEPENDENT CONTRACTORS

1. VIRTUS PROTECTING GOD'S CHILDREN AWARENESS TRAINING ON CHILD SEXUAL ABUSE PREVENTION. THIS IS REQUIRED TO WORK OR VOLUNTEER AND INCLUDES VENDORS, RENTERS & INDEPENDENT CONTRACTORS

(ages 18+)

- Register On-Line and select Bridgeport Diocese. www.virtusonline.org. Click on the word REGISTRATION. If you do not have internet access, call Erin Neil to pre-register (203) 416-1406.
- Complete *Virtus (approximately 3 hours) In- Classroom Training: Time and places use this link.*

https://www.virtusonline.org/virtus/reg_list2.cfm?theme=0 Select Bridgeport

- If you lost your card contact (203) 416-1406

2. BACKGROUND CHECKS (ages 18+)-This form must be completed and returned to the school or parish office where you work or volunteer, and not necessarily where you attend your VIRTUS class. We are happy to assist any of our vendors and Independent Contractors with setting up a criminal background check process if you do not already have one in place by contacting Louise Stewart- Spagnuolo in Human Resources (203) 416-1402.

<http://www.bridgeportdiocese.com/hr.shtml#background>

- Download and sign Background Release form



For employees, please use the M.Y.B. authorization form

For additional information related to background checks, please contact Human Resources (203) 416-1402

3. READ AND SIGN: SAFE ENVIRONMENT POLICIES

- Sexual abuse policy <http://www.bridgeportdiocese.com/policy.shtml>
- Code of Conduct Policy: <http://www.bridgeportdiocese.com/conduct.shtml>
- PRINT, SIGN and ATTACH TO PAPERWORK SHOWING YOU HAVE READ THESE POLICIES.**

If you completed VIRTUS training at another parish or diocese, copies need to be sent to the location where you are currently employed or where you are volunteering and to the Office of Safe Environments at the Diocese of Bridgeport. If obtained from another diocese you need to get the certificate from Safe Environments Office, every diocese has a program in place. New background checks and new policy receipts must be done at each new school or parish since they are site specific. Further Questions: Contact your parish safe Environment coordinator or Erin Neil, Director of Safe Environments (203) 416-1406 eneil@diobpt.org