Current Employees or Volunteers Working with Minor and or Vulnerable Adults: Video training module compliance and background and or credit check

Welcome to the Diocese of Davenport. Thank you for continuing your ministry to work or volunteer with children and or vulnerable adults in our diocese. In our diocese we require all those working and volunteering with children and vulnerable adults to complete our video training program sponsored by VIRTUS. Some roles in our diocese will complete a yearly (January) video module renewal. Other roles will receive the video module renewal every 5 years unless the Charter changes. Everyone over the age of 18 is required to complete a background check. If you work with money in addition to working with minors or vulnerable adults you will also be required to process a credit check through a secure website called ESR.

At each parish/school we have a Safe Environment Local Designee and they are authorized to view your account in VIRTUS. This is to ensure you stay in compliance with diocesan policy. Each school/parish can require additional training if they so choose. Please contact the SE Local Designee prior to logging into VIRTUS if needed.

Please DO NOT USE Internet Explorer, MAC, Microsoft Edge, Google Chromebook, Tablets and Phones. DO NOT USE BROWSER BACK BUTTON, it will assign multiple videos and or not allow you access to your account.

Please follow the instructions and print screens below to help you complete the video training module and background and or credit check process. If you skip a step you will not be able to advance until the prior step is completed.

If you come from another diocese that uses VIRTUS we can try to transfer your training from your previous diocese to our diocese, you will still REQUIRED to process a new background and or credit check and agree to our policies. Upon review of your account we will decide what additional training needs to be completed to meet our diocesan requirements. Please contact your local designee with questions.

Please allow enough time with no interruptions in order to complete this successfully - approximately 30 minutes for the video and approximately 10-30 minutes for the background and or credit check. The time for processing also depends on your internet connection.

Let's get started!
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Open the internet with one of the approved browsers (Google Chrome, Firefox) and go to www.virtus.org.

This is the 1st screen you should see.

**STEP 1:**

Use your user id and password you registered with previously. If you have forgotten, STOP, and contact your local designee. They can provide you with your user id and change your password for you. **DO NOT** create a new account.

**Step 2: Complete the required video training**

This is the screen you will see when you log into VIRTUS. You are going to be using the “Training” tab to complete the requirements in VIRTUS.

To complete the video requirements, you will click on the “training” tab to access the link. Click on the “Child Sexual Abuse.....” and the video will start in a “pop-up” window. Please allow pop-ups so you can complete the video.

You might see a different title for the video. It is set up to assign you the proper video depending on how you answered the questions. Please allow pop-ups so you can complete the video.
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When you click on the link you will see this screen, please read and go to bottom and then “click here to start”

Welcome to the VIRTUS® Child Sexual Abuse Awareness Session 1.0

Due to your position of leadership, you play an important role in maintaining and strengthening a culture of child protection. For that reason, you are being invited to participate in an update of child protection training focused on preventing, identifying, and reporting child sexual abuse and vulnerable adult abuse.

About this module:

There is a pre-question and the same post-question surrounding each of the videos. This module is constructed around multiple-choice case study questions that apply and reinforce certain principles that further the goals of the program. After you select an answer to each pre-assessment question, you will be prompted to read an overview of the relevant issues addressed in the question. Then, you will see the same question, again, and be prompted to either accept your original answer, or to change your answer based on the information provided.

Each wrong answer will provide additional background information designed to help you select the correct answer.

Time investment: It will take approximately 70-75 minutes to complete the training.

WARNING: Please note, for optimal viewing, please do not attempt to "fast forward," "pause," "rewind" or "click into the progress bar" for any of the videos or lessons, as it can compromise the progress of the video. If you attempt to fast-forward the training, it is extremely likely that it will delay / halt your training progress, and you may need to start again from the beginning in order to complete the training.

While it is best to complete the training within one sitting, if you must pause and finish your session early, then simply log out of your account. When you're ready to complete your training, log back into your account and click on your Training tab. When you click on the training again, it will bring you back to the beginning of the lesson that was left incomplete.

Now, let's begin with the first question.

Child Sexual Abuse Awareness 1.0 & Vulnerable Adult 1.0 Combined Module

CLICK HERE TO START

Child Sexual Abuse Awareness 1.0

Lesson 1: Child Sexual Abuse Awareness (Lesson 1 out of 4)

Please read the following case study carefully, review the facts and answer the question below. Portions of this case study will be relevant for this lesson, and for Lesson 2:

Daniel is a 12-year-old boy whom you know because you coach his soccer team. He wants to be a soccer star and works very hard to accomplish this goal. You know his mom and see her often during the dropoff and pickup for intramural soccer practices. You've noticed that she is often wrangling Daniel's twin toddler sisters, and is typically late to pick Daniel up because she's coming back from retrieving Daniel's brother from a special needs class. Daniel's mom never purchases anything from the weekly bake sale, and you've heard her tell the kids that they don't have enough money that week. She often seems stressed.

It is well known that Daniel is the most promising player on the team, and you want to help foster his talent and help take some of the burden off his mom. You genuinely want to help and you have good intentions. There is a rule in the handbook that's distributed to coaches and to parents that talks about how coaches may not be in an isolated environment with any child. But, you figure that this scenario is a good exception to that rule since what you're doing is directly benefiting Daniel, and you know you're not a bad person. So, you tell her you know it's against the rules, but that you'd like to provide extra special coaching for free after practice, which also means that you'll have one-on-one time with him after all of the other kids have left, and that you'll need to drive Daniel home with just the two of you because of his mom's other obligations. Even though no one else will be around, this later timeframe is the only time that works for you. And, most importantly, from your perspective, his mom needs help!

Daniel jumps at the opportunity and begs his mom, who already worries that she isn't doing enough for her son. She is grateful for your kindness. She hesitates and vocally reasons out how you must be safe because she knows you and you're not a stranger. She also says that you've been placed in a position of authority in the soccer league, so you must also be a person to trust. And muses that nothing bad can really happen on a soccer field, and that you would call an ambulance in an emergency. You nod your head and say, “Yep, that is true! Plus, I’ve had a background check and follow the speed limit, and have never been in an accident. He’s safe with me.” Plus, she wants the best for her child, and believes that getting extra time with you is a tremendous benefit to Daniel’s success! She thanks you, and the three of you agree to start the arrangement next week.

Review the facts of the case study above and consider what elements of this case study are problematic. Then, answer the question below:
Current Employees or Volunteers Working with Minor and or Vulnerable Adults: Video training module compliance and background and or credit check

What is concerning about Daniel’s mother’s actions and thought process, and ultimately the decision she has made?

A) She assumed that most child abusers were strangers, and that when someone is known to a family, that automatically makes them safe.
B) She knew that 1/1 situations between youth and coaches were against the rules in the policy handbook, and yet still gave permission for her child to be in what the organization considered to be an unsafe and unsupervised environment. Additionally, she assumed that the only types “bad situations” that could occur would be ones involving emergencies, even though abuse can occur in practically any environment involving children.
C) She wanted what was best for her child, and decided to provide him with extra lessons to help him reach his goal.
D) All of the above.
E) Only A and B.

You will read the lesson and then choose your answer, then “submit answer”

This is the start of Lesson 1.

Child Sexual Abuse Awareness 1.0 & Vulnerable Adult 1.0 Combined Module

Lesson 1: Child Sexual Abuse Awareness (Lesson 1 out of 4)

Thank you.
We have recorded your answer. When you click the continue button below you will be taken to a series of screens that will provide important information relating to the question you just answered.

After finishing the screens, you will have the opportunity to answer the same question again and to change your answer, if you believe a change is necessary. When you have answered the question correctly, you will then receive a detailed explanation for the correct and incorrect answers.

CONTINUE >

Child Sexual Abuse Awareness Training Module

After each video, the system will ask you again the same question and you have the opportunity to change your answer.
Current Employees or Volunteers Working with Minor and or Vulnerable Adults:
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Child Sexual Abuse Awareness 1.0 & Vulnerable Adult 1.0 Combined Module

Lesson 1: Child Sexual Abuse Awareness (Less)

Please read the following case study carefully, review the facts and answer the question below. Portions of this case study will be relevant for this lesson, and for Lesson 2:

Daniel is a 12-year-old boy whom you know because you coach his soccer team. He wants to be a soccer star and works very hard to accomplish this goal. You know his mom and see her often during the dropoff and pickup for intramural soccer practices. You’ve noticed that she is often wrangling Daniel’s twin toddler sisters, and is typically late to pick Daniel up because she’s coming back from retrieving Daniel’s brother from a special needs class. Daniel’s mom never purchases anything from the weekly bake sale, and you’ve heard her tell the kids that they don’t have enough money that week. She often seems stressed.

It is well known that Daniel is the most promising player on the team, and you want to help foster his talent and help take some of the burden off his mom. You genuinely want to help and you have good intentions. There is a rule in the handbook that’s distributed to coaches and to parents that talks about how coaches may not be in an isolated environment with any child. But, you figure that this scenario is a good exception to that rule since what you’re doing is directly benefiting Daniel, and you know you’re not a bad person. So, you tell her you know it’s against the rules, but that you’d like to provide extra special coaching for free after practice, which also means that you’ll have one-on-one time with him after all of the other kids have left, and that you’ll need to drive Daniel home with just the two of you because of his mom’s other obligations. Even though no one else will be around, this later timeframe is the only time that works for you. And, most importantly, from your perspective, his mom needs help!

Daniel jumps at the opportunity and begs his mom, who already worries that she isn’t doing enough for her son. She is grateful for your kindness. She hesitates and vocally reasons out how you must be safe because she knows you and you’re not a stranger. She also says that you’ve been placed in a position of authority in the soccer league, so you must also be a person to trust. And muses that nothing bad can really happen on a soccer field, and that you would call an ambulance in an emergency. You nod your head and say, “Yep, that’s true! Plus, I’ve had a background check and follow the speed limit, and have never been in an accident. He’s safe with me.” Plus, she wants the best for her child, and believes that getting extra time with you is a tremendous benefit to Daniel’s success! She thanks you, and the three of you agree to start the arrangement next week.

Review the facts of the case study above and consider what elements of this case study are problematic. Then, answer the question below:

What is concerning about Daniel’s mother’s actions and thought process, and ultimately the decision she has made?

A) She assumed that most child abusers were strangers, and that when someone is known to a family, that automatically makes them safe.

B) She knew that 1/1 situations between youth and coaches were against the rules in the policy handbook, and yet still gave permission for her child to be in what the organization considered to be an unsafe and unsupervised environment. Additionally, she assumed that the only types “bad situations” that could occur would be ones involving emergencies, even though abuse can occur in practically any environment involving children.

C) She wanted what was best for her child, and decided to provide him with extra lessons to help him reach his goal.

D) All of the above.

E) Only A and B.

Submit Answer

CORRECT!

In this situation, Daniel’s mom is faced with a situation where she is encountering an extremely helpful person during a time when she desperately needs assistance. She wants the best for her children, and desires to give Daniel extra practice time with good coaches—this is a good thing! However, her reasoning when considering the safety aspects of the extra practice were problematic. Children are more likely to be abused by someone they know, rather than a stranger. They’re especially at risk in secluded environments without monitoring. We must have a healthy suspicion and boundaries for anyone involved in caring for our children, and we shouldn’t encourage or support adults in child-serving organizations who show our children favoritism or special treatment that other children don’t receive. All of these behaviors that the coach exhibited were pointing toward warning signs of an inappropriate relationship. When warning signs are present, this doesn’t mean that someone is an abuser, but there are clear boundary issues that need to be addressed.

CONTINUE >

This process will continue 3 more times, there are 4 lessons to complete.

This is the last screen you will see. If you need to complete the background check, please choose #2.
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Thank you for completing this required safe environment training!

[Please close this pop-up window to return to your account and receive credit for this training.]

1 CLICK HERE TO PRINT A CERTIFICATE OF COMPLETION

2 CLICK HERE TO CLOSE THIS WINDOW

Step 3: Processing your background and or credit check

You should go back to www.virtus.org, if you are already logged in you will see the following screen, if it is asking for your User ID and Password, that means you are not logged in and will need to do so in order to complete the process and last step. *Failure to complete all 3 steps results in "noncompliance".

You will click on the areas where questions are asked, 2 questions, then it will forward you to ESR who is our background and credit check company. It should take about 15 mins or less to complete.

Easter Joy

Easter Joy

Alleluia! What Joy Easter brings to everyone! Jesus is Risen and through His resurrection we are free to share in eternal life. What Joy he has brought to everyone—no matter who, no matter where, no matter how distant or close you feel to Him. He died for you!

In ways, this year unlike any other, we celebrate together, but distantly. However, the Power of God will transcend this distance and unite us closer in ways unexpected and life-giving. Take strength from this distance, be united in our prayer and let your heart be filled with God’s love.

We join with all of Christianity in celebrating the resurrection of our Lord and Savior, and we raise our voices in prayer:

Jesus, Savior of the World, bring Joy to those who are sad because of loss.

Background Check

Are you an Employee in the Diocese of Davenport (IA), with a parish, Catholic school, or other diocesan entity?

[YES] [NO]
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Volunteer

Which one of the following best describes your Role as a Volunteer for the Diocese of Davenport:

- Business Manager
- Bookkeeper
- Handle Money
- Scrip Volunteer
- Deacon
- Deacon Formation
- Candidate for Ordination
- Principal/Asst Principal
- None of the above

You will now be redirected to ESR to conduct your background and or credit check. Please have your Driver’s License and SS# available so you don’t get removed the program.
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Welcome to the ESRCheck Applicant Portal!

Diocese of Davenport has requested we perform a background check related to your engagement with the company.

1. **Share** - We'll need you to share information about yourself so we can conduct the background check.
2. **Review** - You'll be asked to review and sign documents related to your background check.
3. **Submit** - We get it - a background check can be intimidating. Your information is confidential and secure, and your report is shared only with those you authorize.

Before you get started, here's what you'll need:

Check each box to confirm you're ready to provide this information:
- By checking this box, I certify that I am at least 18 years of age. (If you are under 18 years old, please contact Diocese of Davenport for further directions on how to proceed.)

**Personal Information**
- Social Security Number or National ID Number
- Your address history, including current and prior addresses for the last 7 years where you have lived, worked or studied.

These areas need to be filled out in order to complete and move to the next screen.

You have to check each box (3)

Screen you will see when you are rerouted to the ESR our background company.
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Do NOT use the browser back button, if you need to go back click on the green tabs and it will expand or shrink up.

If you click on View FCRA you will get a popup window to view this. If you click on I acknowledge receipt you will go to the next screen. You have to click the “I acknowledge” or you will not advance. Also click on Method of Communication box. And then the final I acknowledge receipt of all the Rights....
You will use your mouse to write your name.
Doesn't have to be perfect, but make sure it fills the box so it doesn't give you an error. It has to be a certain length.
You can view and print documents. If you do this you will get a pop up screen (Next picture), this does not mean you are done. You have to click on the continue button.
In order to complete and click on the continue button you have to go to the top and click on your internet browser tab. (See next page.)
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You might see a screen like this also

This does not mean you are done, you have to click back on the ESR tab in your internet browser.
Current Employees or Volunteers Working with Minor and or Vulnerable Adults: Video training module compliance and background and or credit check

This is a saving screen, don’t X out of this.

Make sure you are inputting your legal name. Each area will advance up as you finish that screen. If you need to change something click on the green bar to expand DO NOT USE INTERNET BACK BUTTON

You enter all your information here. SS# is required or you can leave 0’s. *If information is not provided it could prolong the process of your background and or credit check
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Step 2 - Tell Us About Yourself

Driver’s license

Please provide current driver’s license number: the name exactly as it appears on the license and the state where issued. If no current driver’s license is held, please enter a current state-issued identification card number. If no current driver’s license or state ID, please check the box below.

- No state issued driver’s license or ID card is held.

Driver’s License or State ID Number

Name as it appears on license or ID

State where issued

Continue

Current residential address

Please click on any field below to add your current address. Our solution will assist you in auto filling the sections if you search by zip code or state.

- Street Address: 780 W Central Park Ave
- City: Davenport
- County: SCOTT
- Zip Code: 52804
- State: IA

Other names have been used at this address: Enter other legal names used while at this address (such as a maiden name)

Continue to Other Address

Address Section:

If you have lived at the same address for 7 years or more you only put that in unless it auto fills. This might come up in a pop up window also.

If you have lived somewhere else you will need to enter each time and just keep going. When done click on “Finished Adding Addresses”

This is what you will see in the pop up. It verifies your address is correct but using this with the postal service address system.
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You will need to check mark the boxes before you can continue.

Do not X out until you the Attention Processing Data box goes away.
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Last Screen you will see, do not close the program till all the pop-ups are done.

This is the screen you want to see when you have completed the process. This lets you know that you have successfully completed the process. If you do not get this screen it is because you backed out or did not complete something. Contact your local parish/school designee ASAP. You cannot be employed or volunteer until all steps are completed successfully.