

All parents of scouts in Pack 100, chartered by St. Pius X Parish, Archdiocese of New Orleans, who will camp with and be in contact with minors must complete the following:



- Safe Environment training (Archdiocese of New Orleans) <https://www.nolacatholic.org/safe-environment> 1<sup>st</sup> in person, then renewal every two years may be done online. **\*\*Sign in for St. Pius X Parish**



- Register at Austin Computing Solutions (online)



- Sign a Volunteer Notification and Authorization for a background check (attached)



- Youth Protection online course for the Boy Scouts of American <https://my.scouting.org/>
- BSA Health Forms Parts A & B only (children & adults) <https://www.scouting.org/health-and-safety/ahmr/> click on "All Scouting Events"

Please complete all of the above and return any documentation to Mrs. Corcoran through the school or parish office.



ARCHDIOCESE OF  
NEW ORLEANS

## Safe Environment Training Renewal Instructions

*An informational video will give you a tour of the site and how to use it after you are logged in. You are done with training when you see your certificate on screen.*

### Step 1

Go to the safe environment training web site:

<https://safeandsacred-nola.org>

### Step 2

Click the  button to register.


### Step 3

Complete ALL information on the registration page.

### Step 4

Click the  button to create your account

### Step 5

Click the  button to confirm your account and enter the training site



## Austin Computing

<http://www.eappsdb.com/no>

1. If you do not have a user ID and password, please [click here](#) to register. Create your own user ID and password.



2. ACCESS CODE FOR ARCHDIOCESE OF NEW ORLEANS: safety

3. Complete the New User Registration - Click [Submit Registration](#)

**Note: Whenever you are asked for a date it has to be in the form mm/dd/yyyy.**

4. Complete Application Overview

- Each section must have a green check before you can submit your application.
- Every sections marked with an \* must be completed.
- At the end of each section, remember to SAVE the information and then return to Application Overview.
- When you select your sites put your primary site of ministry first; this site will enter your Background Screening date and your Safe Environment Training date.

5. Submit your application, following the page instructions along the way.  
Click "Process Application Screen" when you have completed all of the sections.

Your application will be received and sent to your primary ministry site where they will enter you Background Screening date and your Safe Environment training date.

6. If your personal information changes or your change ministry sites, you can go back to your application and make the changes at any time.



## Employee/Volunteer Notification and Authorization

This is used to inform you that a background report is being obtained through **FS Enterprises, LLC Risk Management Solutions** for the purpose of evaluating you for employment, volunteer service or a contracted position, including retention as an employee, volunteer or independent contractor.

This report may contain information bearing on your character, general reputation, and personal characteristics from public or private record sources. The result of the background investigation is intended for and will only be used by the responsible persons in the Archdiocese of New Orleans or the appropriate Archdiocesan entity.

### To Whom It May Concern:

I understand that a background report as described above will be obtained. All law enforcement agencies, State Police and courts are authorized to release all written information about me. I give permission for a criminal background check to be conducted on me and hereby release all individuals, companies, corporations, and agencies, public or private, connected therewith from any and all liability associated with the dissemination of such information.

I have been given a copy of this form.

Print

Name \_\_\_\_\_

Signature \_\_\_\_\_

Current address \_\_\_\_\_  
\_\_\_\_\_

Date of Birth (for identification purposes only) \_\_\_\_\_

Social Security Number \_\_\_\_\_

If name changed (through marriage or otherwise) print former name here

\_\_\_\_\_

\*This form is to be completed prior to any background check. The policy of the Archdiocese of New Orleans is that all employees, volunteers, contract personnel must complete background screening prior to working with minors and every three years thereafter. This holds true for anyone having regular contact with minors and anyone accompanying a parish, school, organization of the Archdiocese of New Orleans, or its related entities.

August 2010