

Online Safe Environment Training

Instructions for

STAFF, CLERGY, RELIGIOUS & VOLUNTEERS

All volunteers, staff, religious and clergy need to complete the diocesan safe environment training requirement through the **Safe & Sacred™ Environment Training Program**.

- ❑ The program is designed to be respectful of the topic and your time.
- ❑ The site is accessible anytime and on most computers, mobile devices and smartphones.
- ❑ If you need technical assistance there is a button at *the top right corner of almost every screen* where there is a “live” person to assist you.
- ❑ You may also contact Technical Support by calling toll-free: 888-804-9643.



It is as easy as...

1. **Create a user profile at the training web site:** <https://safeandsacred-dol-in.org/>
Important: You will be asked to complete a background screening application. Please complete this application as your training certificate will not be issued until a background screening is completed.
2. **Complete the “Protecting God’s Children in the 21st Century” course.**
Be sure to read the instructions and complete all of the steps.
3. **You will be notified by email that your training certificate has been issued** if it was not available when you completed the training because the background screening process had not yet been completed.

Your training certificate will be emailed automatically to the local safe environment coordinator in your primary location as listed on your registration form.

Everyone who works with young people and/or vulnerable adults shares the responsibility of creating safe environments. We are all charged with treating life with the respect and dignity given to each of us by our God.

Thank you for taking the time to complete this important training.

