

# Online Safe Environment Training

## Instructions for VOLUNTEERS & CATECHISTS

All volunteers and catechists may complete the diocesan safe environment training requirement through the **Protecting All God's Children™** online training program.

- † The program is designed to be respectful of the topic and your time. It should only take about 30 to 60 minutes to complete.
- † The site is accessible anytime and on almost all computers and Internet connections.
- † If you have any questions or problems there is a button at the **top right corner of almost every screen** where there is a "live" person waiting to answer your questions.
- † You may also contact Technical Support by calling toll-free: 888-804-9643.



### It is as easy as...

1. Register at the training web site: <http://ukarch.proudtoprotect.com>

Select the **"Recognizing Child Abuse"** course from the list of courses.

You will be asked to pay \$10 for the online course, which will be reimbursed by the parish upon presenting a copy of the certificate.

2. Complete the **"Recognizing Child Abuse"** course online at your convenience.

Be sure to read the instructions and complete all of the steps:

- *Review the training program.*
- *Complete the 10 question quiz.*

3. Print and hand in your **Certificate of Completion to the pastor/Safe Environment Coordinator at your location.**

You may also email your certificate from the site to the email address listed below:

[ukrchildprotection@ukrcap.org](mailto:ukrchildprotection@ukrcap.org)

Once you send a copy of your certificate, please send another email to the same email address, stating your name and parish (for our records)

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 Creator.

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

