



DIOCESE OF PENSACOLA-TALLAHASSEE

Something new! An online Safe Environment training option approved by Bishop Ricard for use in our diocese.

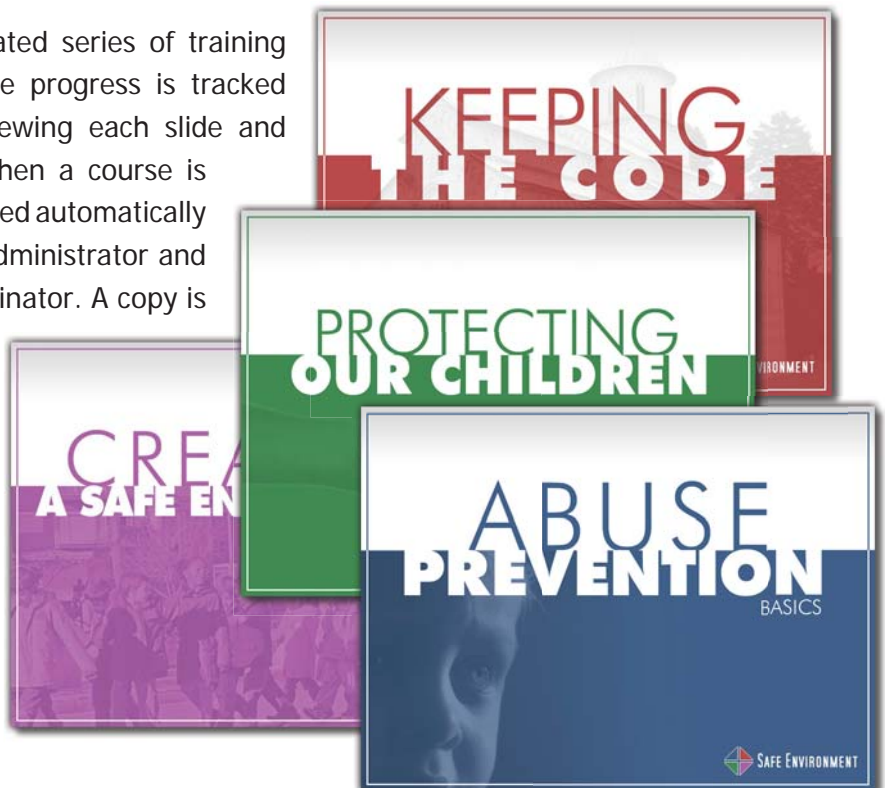
The **Creating Safe Environments** online training program makes meeting the safe environment training mandate easier than ever before. This training allows clergy, staff, youth ministers, parishioners, and volunteers to take safe environment courses from the comfort and convenience of their own home or any preferred location. The program was developed by Sr. Margaret Kuntz, ASCJ, and Reverend Monsignor Michael Reed, JCL, Chancellor, and is officially sponsored and approved by the **Most Reverend John H. Ricard, S.S.J.**, Bishop of the Diocese of Pensacola-Tallahassee.

There are four different courses in the Creating Safe Environments training program:

1. Abuse Prevention Basics (**Required** of all staff and volunteers)
2. Creating a Safe Environment (**Required** of all staff and volunteers who will be working with children and youth in a teaching capacity)
3. Protecting Our Children (**Recommended** for all parents)
4. Keeping the Code (**Recommended** for all staff and volunteers)

Each of the courses consists of a narrated series of training slides, followed by a short quiz. Course progress is tracked and participants continue only after viewing each slide and completing each short chapter quiz. When a course is completed, a completion record is generated automatically and emailed to the appropriate parish administrator and to the Diocesan Safe Environment Coordinator. A copy is also stored in an individual's transcript and can be printed if needed.

Each volunteer or staff member registers themselves online by completing a form that identifies a specific parish so that completion information is tracked. Reports are available online to the Diocesan Safe Environment coordinator and to the parish-level administrator. The training is licensed by the Diocese and is offered **free** to all members of our diocese. Completion records will be maintained by both the parish and diocese.





Online Safe Environment Program Features

Easy-to-Use

- Nothing to install or maintain
- No need for added support staff (Designed to reduce staff time needed!)
- Individuals can register themselves online
- Reports of completions are automatically stored
- Records are accessible online at any time

Suitable for All Audiences

- | | | | |
|--------|------------|------------|-----------------|
| Clergy | Parents | Religious | Youth Ministers |
| Staff | Catechists | Volunteers | |

Convenient

- Enables as-needed training so volunteers are available quickly
- Available 24/7 online
- Eliminates schedule conflicts
- Frees up staff
- No need to recruit or train facilitators
- Can be taken all at once or over a period of time

Educationally Sound

- Provides uniform training content & consistent delivery
- Effective with low literacy audiences
- Accommodates multiple learning styles
- Requires passing score
- Addresses all types of abuse
- Material upgraded annually

Cost Effective

- Program license fees paid by Diocese
- No travel expense for facilitator or learner
- Saves volunteers gas/babysitting expense
- User prints materials if desired (not required)
- Reduces administrative tasks

Compliant

- Meets USCCB Safe Environment Training Requirements
- Allows for immediate audit reporting
- Streamlines documentation process
- Standardizes procedures
- Course assessments help individuals gauge understanding
- Provides uniform data collection and reporting

To preview this training online, go to <http://ptdiocese.ediocese.net>, and register. If you're ready to get started in your parish, please contact: Mary Anne Havriluk at 850/412-9381 or email her at mhavriluk@turnipdigital.com. Your parish can be ready to go with a five minute phone call.

Note: The online version of this material is only one of the options available. Volunteers and staff may still take the classroom-based training now offered or obtain a DVD-version of the program from the parish safe environment coordinator or religious education director.