



**Office for the Protection of Children and Youth**

**Safe Environment Compliance Guidelines Chart, July 2024**

Compliance period: July 1, 2024 – June 30, 2025

Role	CBC	FP	CANTS 689	Adult Training	MRT & CANTS 22/A	ASB
Clergy: priests and deacons	✓		✓	PGC & Rec.	✓	✓
Candidates for ordination (seminarians and diaconate formation)	✓		✓	PGC & Rec.	✓	✓
All employees of Pastoral Center, parishes and agencies	✓		(✓)*	PGC & Rec.		✓
School employees (certified and non-certified)	✓	✓	✓	PGC & Rec.	✓	✓
DREs/CREs, catechists, SPRED volunteers with minors, youth ministers, coaches, scout leaders	✓		✓	PGC & Rec.	✓	✓
School volunteers and all parish volunteers who serve with children and/or youth	✓		✓	PGC & Rec.	✓	✓
Ministers to vulnerable adults (SPRED volunteers, ministers of care, hospital visitors, etc.)	✓		(✓)*	VAT		✓
Non-archdiocesan employees/volunteers/third-party contractors + and student teachers				PGC		✓
Employees who are minors				HT		
Chicago Public Schools staffing/vendors				PAC		✓

\* Required only once for employees who do not work with children.

+ Parish/School must have contract through Office of Legal Services for third-party vendor.

**CBC:** Name-based criminal background check run through **VIRTUS online** as part of the VIRTUS registration process. Rechecked every three years through VIRTUS. **(Policy 603.2)**

**FP:** Fingerprints run through Accurate Biometrics for the Archdiocese of Chicago. All new hires/school employees may not begin work until fingerprints have been submitted. Schools have the necessary forms.

**Child Abuse & Neglect Tracking System (CANTS 689):** Yearly check of the central registry of Department of Children and Family Services. **(Policy 603.5)**  
**English CANTS 689 Form**      **Spanish CANTS 689 Form**

**ADULT TRAINING THROUGH VIRTUS SYSTEM**

**PGC: Protecting God’s Children** training session. **Register** and attend immediately after beginning work or volunteering. **(Policy 603.3)**

**A Plan to Protect God’s Children Recertification Training 4.0 with Technology** is a 3-year recertification program completed online through the VIRTUS system. Replaces Keeping the Promise Alive. **(Policy 603.7)**

**VAT: Vulnerable Adult Training** online training for those who minister solely to vulnerable adults. Replaces PGC for Ministers of Care.

**HT: Healthy Teens** is an age-appropriate training for minors who are employees.

**PAC: Protecting All Children** is training for Chicago Public School staffing and vendors in archdiocesan schools.

**MRT: DCFS-Mandated Reporter Training** is available through the VIRTUS system. Recertified every three years, including re-signing the Acknowledgment Form **(CANTS 22 or CANTS 22A for clergy)**. Certificates and signed forms are to be kept on file. **(Policies 603.6 and 603.7)**

**Spanish CANTS 22 Form**      **Spanish CANTS 22A (Clergy)**

**ASB: Archdiocesan Standards of Behavior** for Church Personnel Working with Minors and Vulnerable Adults. Read and signed at time of hire and re-acknowledged yearly through the VIRTUS system.

**(Policy 603.4)**  
**Archdiocesan Standards of Behavior (English)**  
**Estándares de Comportamiento Arquidiocesanos (español)**  
**Archidiecezjalne standardy zachowania (polski)**

**Student training:** Every student (K–12) in schools and religious education programs should be offered training annually on sexual abuse prevention. **(Policy 603.7)**

**Those under the age of 18 are unable to meet safe environment compliance requirement. Therefore, they may not be in a supervisory role or in charge of minors.**

**Safe Environment compliance is a condition of employment/volunteering and must be met prior to start date. All compliance recordkeeping is to be verified and tracked within the VIRTUS System Database and reported in the Annual OPCY Audit. (Policy 603.1)**