

Virtus Class for

Volunteers in the Diocese of Rockville Centre

A person wishing to volunteer in any parish or organization in the Diocese of Rockville Centre must first complete three requirements:

1. Attend Protecting God's Children (Virtus)
2. Sign the Codes of Conduct
3. Complete a background screening application

(Background screening is conducted on all volunteers and employees every 5 years)

Directions to Complete the 3 Requirements:

1. Sign up to attend a Protecting God's Children class: www.Virtus.org
 - a. If you have not attended a Virtus class, you are a first-time registrant.
 - b. The first screen will ask the name of your organization - from the drop down list select Rockville Centre – Safe Environment.
 - c. Follow all directions on the next screens.
 - d. One screen will have the Codes of Conduct. Please acknowledge the Codes of Conduct.
 - e. Continue with the registration process and select the class you will attend.
 - f. After selecting the class, you will be instructed to complete the background screening application.
2. Background Screening Application:
 - a. Sterling Volunteers is the company providing the background screening.
 - b. Follow all the directions to complete the background screening application. **DO NOT STOP ONCE YOU BEGIN THE APPLICATION!** If you stop, you are locked out of the process due to security procedures.
 - c. You will need to provide your Social Security #; if you do not provide a Social Security # you will be charged a fee by the Diocese.
 - d. After completing the application, hit the “submit” button.