



Important Safe Environment Reminders

From Safe Environment <mail@flocknote.com>

Date Thu 8/21/2025 2:42 PM

To Adam Markert <Adam.Markert@madisondiocese.org>



DIOCESE of
MADISON

OFFICE OF
SAFE ENVIRONMENT

Important Safe Environment Reminders:

- 5-year renewal requirement for background, training, and required documents. "This policy applies to all clerics (bishops, priests, and deacons) incardinated in the Diocese of Madison; to all diocesan clerics not incardinated in the Diocese of Madison but serving in any capacity here; to all seminarians and deacon candidates affiliated with the Diocese of Madison; and to religious and lay men and women employed by, **stably volunteering with, or** having any contact with minors in the Diocese of Madison, its parishes, schools, institutions, offices, or programs."
- Beginning on September 1, users who are out of compliance will be automatically prompted from Virtus for any requirement which was completed more than 5 years ago. Virtus will send an email for each of the requirements that are out of compliance to the user letting them know that they were prompted for any requirements out of compliance.
- After September 1, users will continue to be prompted automatically for their requirements - background, training, and required docs - 2 weeks prior to them falling out of compliance.
- The best place to monitor if users are in compliance is the Compliance Report. You will have to reach out to any user who is not responding to the Virtus prompts/emails and ask them to complete the requirements.
- Continue to keep your user lists up to date by inactivating individuals who are no longer at your parish.
- We have a large number of users who do not have email addresses in Virtus. Going forward, this will be a requirement when signing up for a Virtus account. However, if a current user does not have an email account, they will not be notified by Virtus that they were prompted for these requirements. Please

reach out to these users to update their email address and if after September 1, please also let them know that they were prompted for any requirements that were past the 5-year requirement.

- 6-month grace period from effective date of July 1 to be in full compliance with the 5-year renewal requirements (January 1, 2026).

Thank you again for everything that you do to ensure we are protecting God's children.

If you have any questions, please feel free to reach out to the Office of Safe Environment at OSE@madisondiocese.org.



Adam Markert

Director of Human
Resources

608-821-3167

adam.markert@madisondiocese.org



Emilia Blake

Coordinator of Human
Resources and Safe
Environment

608-821-3047

emilia.blake@madisondiocese.org



Laura Sokup

Victim Assistance
Coordinator

(608) 821-3162

victimassistance@madisondiocese.org



Sent by Emilia Blake

Reply

Direct replies to this email can only be seen by admins. Click the blue Reply button above to leave a public comment.

Email me when people reply to this note

To ensure that these emails land in your inbox and do not go into spam, please add mail@flocknote.com to your email address book or safe senders list.



[my info](#) • [unsubscribe](#)

702 S. High Point Rd. Suite 225, Madison, WI 53719 • madisondiocese.org