



New Safe Environment Policies - Key Takeaways and Updates

From Safe Environment <mail@flocknote.com>

Date Thu 7/17/2025 10:02 AM

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



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Thank you to everyone who was able to attend one of the three trainings on the new Safe Environment policies and compliance reports. I hope that the training was valuable for you, and I appreciate your time and everything that you do to ensure that the Safe Environment program runs effectively and smoothly!

Some Key Takeaways from the new policy trainings:

- 5-year renewal requirement for background, training, and required docs.
- Cleaning up your user list by inactivating individuals who are no longer at your parish.
- Using the Compliance Report in Virtus to ensure individuals are in compliance with the 5-year renewal for background, training, and required docs.
- 6-month grace period from effective date of July 1 to be in full compliance with the 5-year renewal requirements (January 1, 2026)

Some Additional Updates:

- We have heard your feedback! Understanding that more time is needed to go through user lists, the auto prompt from Virtus will be delayed until September 1.
- 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 - as they fall 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.
- 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.
- A how-to sheet will be available soon regarding Compliance Reports. This will be available by Friday, July 25. You can find the document on the Local Admin area of the Diocese of Madison Safe Environment web page or click the link below to be taken there.

Running Compliance Reports

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.



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