

New User Email Wording:

Thank you for volunteering with _____! As part of the Diocese of Madison, we require all our employees and also all volunteers that have access to children to complete the Diocesan Safe Environment requirements. In order to complete these, you will go to the Virtus Online website and register as a new user, through this link:

https://www.virtusonline.org/virtus/19056/reg_2.cfm?theme=0

You will pick: _____ as your **Location** when requested. The system will walk you through creating an account and then 1) Reviewing and Signing off on the Diocesan Policies regarding Sexual Abuse, 2) Completing the Protecting God's Children training and 3) Filling in information (in our external background check provider) for us to run a background check.

We ask you to complete everything in one sitting, which should take about an hour and a half. Please complete this on a standard computer, as we've found smartphones error, especially when on un-secure networks. If you can't complete it all and need to take a short break, or need to log out and log back in again due to technical difficulties, please log back in with your newly created Account ID and Password at the Virtus main site: www.virtusonline.org Requirements should be completed within a week at the most. Thank you for your assistance.