

**Before** completing **Protecting God’s Children Online Awareness 4.0 Technology Expansion (Beaumont)** training online, all participants **must** first register with **VIRTUS Online**. Please click on the VIRTUS link to access the VIRTUS Registration page:

[https://www.virtusonline.org/virtus/reg\\_2.cfm?theme=0&org=37398](https://www.virtusonline.org/virtus/reg_2.cfm?theme=0&org=37398)

Or please go to [www.virtus.org](http://www.virtus.org) and click on First Time Registrant.



**Create** a user ID and a password you can easily remember. This is necessary for all participants. This establishes your account with the VIRTUS program. If your preferred user ID is already taken, please choose another ID. We suggest the use of email addresses as usernames.

Click **Continue** to proceed.

*If you already have a VIRTUS Account, please contact the Helpdesk at helpdesk@virtus.org or 888-647-8875 to recover your login information. Thank you!*

Please create a user id and password that you will use to access your account.

Common sense like they and jobs are not good choices as they are most likely already in use. Common sense choices like gender and profession are also likely to already be in use. We suggest using your full name (without spaces) or email address as they are more likely to be unique.

Create a User ID:

Create a Password:

Your user ID is case sensitive. We recommend that you use all lower case letters and avoid spaces and punctuation. Email addresses are ok. Your user id must be at least 4 characters long. Your password must be at least 8 characters long.

passwords.com about creating passwords

**Provide** all the information requested on the screen. Several fields are required, such as: First, Middle & Last Name, Email address, Home Address, City, State, Zip, Phone Number, Date of Birth, Driver’s License, Driver’s License Number, and any Additional Names.

**(Note: Do not click the back button or your registration will be lost.)**

Click **Continue** to proceed.

*If you do not have an email address, consider obtaining a free email account at [mail.yahoo.com](mailto:mail.yahoo.com), or any other free service. This is necessary for your VIRTUS Coordinator to communicate with you. If you cannot obtain an email address, enter: [noaddress@virtus.org](mailto:noaddress@virtus.org).*

Please provide the information requested below

**DO NOT CLICK THE BACK BUTTON OR YOUR REGISTRATION WILL BE LOST**

Please enter your name as it appears on your driver's license, passport or other government-issued ID, and we need your full, legal name.

Salutation:

First Name:

Full Middle Name:

Last Name:

Nickname:

State:   No email

Email:

Home Address:

Home Address Cont'd:

City:

State:

ZIP/Postal Code:

Daytime Phone:

Ext:

Evening Phone:

Date of Birth:

Gender:

Driver's License State:

Driver's License Number:

List any additional names (maiden, married or aliases)		
	first name	last name
Name 1	<input type="text"/>	<input type="text"/>
Name 2	<input type="text"/>	<input type="text"/>
Name 3	<input type="text"/>	<input type="text"/>

**Select** the **PRIMARY** location where you work or volunteer by clicking the downward arrow and highlighting the location.

Click **Continue** to proceed.

*Note: If you serve at multiple diocesan locations, you will be prompted to select those additional locations in future screen(s).*

Please select the primary location where you work or volunteer.

Location:

**Your** selected location(s) are displayed on the screen.

Please select from the role/description that applies to your position.

Additionally, enter your title in the box provided that best describes your role within your location -- Volunteer, etc.

Click **Continue** to proceed.

Please select the primary location where you work or volunteer.

Location:

Please check all the boxes. You must select at least one.

Please select at least one primary role you perform at this location

Candidate for Ordination

Deacon

**BEFORE SELECTING EDUCATOR**

Read the description below. DO NOT select Educator if you do not meet the description. If you select Educator and do not meet the description, it will delay your registration and may result in unnecessary charges to your parish or school.

Educator

Employee (Diocesan/Eparchial)

Employee (Parish/Parochial)

Priest

Volunteer

Please select any additional roles you perform at this location

Catechist

Youth Ministry

If you have a title please enter it below. If you do not have a title, please briefly describe what you do.

Title or Position of Service:

# Registration Instructions Diocese of Beaumont

If you are associated with any other locations, please select **yes**.

Select no if you have **no** additional locations.

You have chosen following locations and roles:

Blessed Sacrament Church (Beaumont)

• Volunteer ✓

Are you associated with any other locations?

Yes

No

Please read the following **Ethical and Responsible Conduct Policies** and respond:

### ➤ Ethical and Responsible Conduct Policies

To proceed, please **Confirm** by clicking on: "I acknowledge that I received a copy of the Diocese of Beaumont's ETHICAL AND RESPONSIBLE CONDUCT POLICIES (Revised 3/2015). I understand that I am personally responsible for reading and abiding by these policies and the standards of behavior contained therein, including any revisions posted on the diocesan website (www.dioceseofbmt.org/safeenvironment). I also understand that none of these policies or procedures creates an employment contract or agreement. I acknowledge that violation of these policies may result in termination of my volunteer service.

As indicated by my electronic signature below, I agree to accept, endorse, and abide by these and other parish/school and diocesan policies, guidelines, and procedures that may apply to me as a volunteer." and enter your full name and today's date.

Click on **Continue**.

Diocese of Beaumont  
Ethical and Responsible Conduct Policies

**ETHICAL AND RESPONSIBLE  
CONDUCT POLICIES**

**DIOCESE OF BEAUMONT**

(Revised March, 2015)

PROMULGATED AS PARTICULAR LAW FOR THE DIOCESE OF BEAUMONT

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I acknowledge that I received a copy of the Diocese of Beaumont's ETHICAL AND RESPONSIBLE CONDUCT POLICIES (Revised 2015). I understand that I am personally responsible for reading and abiding by these policies and the standards of behavior contained therein, including any revisions posted on the diocesan website (www.dioceseofbmt.org/safeenvironment). I also understand that none of these policies or procedures creates an employment contract or agreement. I acknowledge that violation of these policies may result in termination of my volunteer service.

As indicated by my electronic signature below, I agree to accept, endorse, and abide by these and other parish/school and diocesan policies, guidelines, and procedures that may apply to me as a volunteer.

Please provide an electronic acknowledgement to confirm you have received the document above.

Full Name (first, middle and last):

Today's Date:

[Continue](#)

Please read the following **Social Media Policy** and respond:

### ➤ Social Media Policy

To proceed, please **Confirm** by clicking on: "I verify that I have read and understand this policy. I agree to abide by this policy and also understand that the Diocese of Beaumont/Parish/School may amend or change the policy at its discretion without notice." and enter your full name and today's date.

Click on **Continue**.

Diocese of Beaumont  
Social Media Policy

**DIOCESE OF BEAUMONT  
SOCIAL MEDIA POLICY**

**POLICY STATEMENT:** The Diocese of Beaumont and its Affiliates (defined as "parishes, schools, offices, agencies and other institutions which operate under the administrative authority of the Bishop") recognize that in today's environment, with the increasing prevalence of the internet, employees, clerics and volunteers will use the internet to conduct ministry work and to communicate with associates and friends. The internet provides various ways for individuals to interact and has changed the way we communicate and share information. The Diocese of Beaumont views the internet as an important educational and evangelizing tool to promote school and ministerial programs. The Diocese encourages administrators, pastors and principals to support internet use and to give employees, clerics and volunteers the necessary training and tools to interact safely and responsibly online. However, those using the internet should bear in mind that certain comments and information may have a harmful effect on the Diocese of Beaumont, its reputation and its employees. In light of this possibility, employees, clerics and volunteers are required to adhere to the following policy regarding the use of Personal and Ministry Websites including social networks and blogs.

**DEFINITIONS FOR THE PURPOSE OF THIS POLICY:**

**Ministry Website:** a social network page, blog or any internet website/tool created by employees, clerics and volunteers for the sole purpose of conducting Diocesan/Affiliate ministry.

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I verify that I have read and understand this policy. I agree to abide by this policy and also understand that the Diocese of Beaumont/Parish/School may amend or change the policy at its discretion without notice.

Please provide an electronic acknowledgement to confirm you have received the document above.

Full Name (first, middle and last):

Today's Date:

[Continue](#)

# Registration Instructions Diocese of Beaumont

Please read the following **FCRA Background Check Authorization** and respond:

➤ **FCRA Authorization**

To proceed, please **Confirm** by clicking on: "I hereby represent that I have read, and understand this document." and enter your full name and today's date.

Click on **Continue**.

Diocese of Beaumont  
Authorization

⋮

FCRA Background Check Authorization

I hereby authorize the Diocese of Beaumont to conduct a background check on me, including but not limited to, a search of the national criminal history database, state and local criminal history databases, and the sex offender registry. I understand that this information may be used for employment purposes. I understand that this information may be shared with other agencies. I understand that this information may be used for purposes of determining my suitability for employment. I understand that this information may be used for purposes of determining my suitability for employment. I understand that this information may be used for purposes of determining my suitability for employment.

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I hereby represent that I have read, and understand this document.

Please provide an electronic acknowledgement to confirm you have received the document above.

Full Name (first, middle and last):  (John D. Smith)

Today's Date:  (mm/dd/yyyy)

Please review and respond to the questions.

Click **Continue** to proceed.

Have you ever been the subject of an allegation of any type of sexual abuse that was determined to be credible after an investigation? (You are required to answer this inquiry whether or not a criminal conviction arose out of the allegation.)

Yes  
 No

If you answered YES to the question above, please explain

If you answered yes to question number 1, did any judicial proceeding arise out of the allegations?

Yes  
 No

If you answered YES to the question above, please explain

Are you under the supervision of any federal, state, or local corrections agency as a result of any allegations of sexual abuse?

Yes  
 No

Have you ever been convicted of or pleaded guilty/no contest to, placed on probation, given community supervision, or given deferred adjudication for a misdemeanor or felony (other than a parking violation)?

Yes  
 No

If you answered YES to the question above, please explain

Please select the online training you wish to access.

Click **Complete Registration** to proceed.

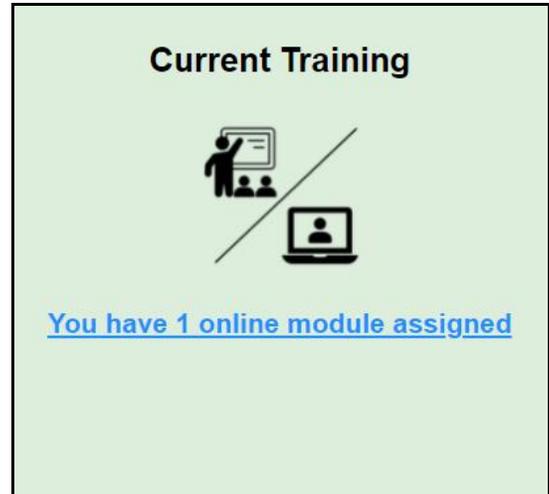
Please select the session you wish to attend

Protecting God's Children Online Awareness Session 4.0 Technology Expansion (Beaumont)

Protecting God's Children Online Awareness Session 4.0 Technology Expansion (Beaumont) (Spanish)

# Registration Instructions Diocese of Beaumont

Click on "You have 1 online module assigned".



Click on the **green circle** to begin the **Online Training**.

Upon completion, the last screen will allow you to **print** a certificate, and you will always have the ability to log back into your account and access the certificate.

If you have additional questions about VIRTUS Online training, please contact the VIRTUS Help Desk at 1-888-847-8870 or [helpdesk@virtus.org](mailto:helpdesk@virtus.org). Thank you!

## Online Training Modules

To begin your online training, please click the title of your assigned training:

 [Protecting God's Children® Online Awareness Session 4.0\\_Technology Expansion\\_Beaumont](#)  
Assigned: 03/02/2023  
Due: 03/16/2023

-  Past due
-  Due date approaching
-  Assigned