

# Protecting God's Children Conclusion –OMAAP Policy/Procedures

## Archdiocese of Denver

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In the last 10 minutes of the *Protecting God's Children* training session, the facilitator needs to emphasize the following AOD Office of Minor and At-Risk Adult Protection (OMAAP) Policy and Procedures:

**\*\*\*All Church Workers are bound by the Code of Conduct to be Mandated Reporters of suspected abuse of youth and vulnerable adults\*\*\***

**“Church Workers”** include:

- all secular priests, religious priests, deacons, deacons in formation, retired priests and retired deacons who are performing ministry within the territory of the Archdiocese of Denver who have been granted faculties by the Archbishop;
  - all Archdiocese of Denver seminarians;
  - all paid employees of the Archdiocesan Ecclesiastical Organizations;
  - all volunteers of the Archdiocesan Ecclesiastical Organizations whose duties include contact with Minors
  - all consecrated lay individuals performing ministry within the Archdiocese with the permission of the Archbishop;
  - all others who have read and have agreed to be bound by this Code.
- (page 5 of the Archdiocese of Denver Code of Conduct)

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## Reporting Suspicions of Abuse and Grooming - Review Handouts

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Review the REQUIRED handouts and encourage participants to keep them handy:

### 1) Signs of Abuse and Neglect/Red Flags Handout

- **Suspected Child Abuse or Neglect**  
**Report suspicion to legal authorities at 1-844-CO-4-KIDS FIRST!**  
Then forward a copy of the report to the Office of Minor and At-Risk Adult Protection through the Archdiocesan Reporting Line at 720-239-2832 or [Reporting@archden.org](mailto:Reporting@archden.org)
- **Suspected Grooming Behavior**  
**Report to the Archdiocesan Reporting Line at 720-239-2832 or [Reporting@archden.org](mailto:Reporting@archden.org)**

This would be a great place to show the Colorado “What Happens After You Call 1-844-CO-4-KIDS” public service announcement video from your USB.

### 2) Elder Abuse Handout

- **Suspected Elderly and Vulnerable Adult Abuse/Neglect/Grooming**  
**Report abuse/neglect to County Intake Offices or Grooming behaviors to Archdiocesan Reporting Line at 720-239-2832**  
Point out that the Archdiocesan Code of Conduct also requires **Church Workers** to be reporters of elder and at-risk-adult abuse and neglect.

### 3) Responding to Youth Disclosures Handout

- **This handout can be used in discussing Step 4 of video or referenced at this point during the conclusion.** This handout is available for distribution by OMAAP if participants would like more for their locations.

## **Archdiocesan Safe Environment Requirements for Adults**

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Refer to AOD Polices Handout

### Step 1: Archdiocesan Safe Environment Training

- **All Church Workers are required to attend a live safe environment training session.**
  - We have provided comprehensive abuse, neglect and awareness education and training since 2002, training over 70,000 adults in the archdiocese.
- **Church Workers Safe Environment Training must be renewed every 5 years.**
  - Online refresher training is available through VIRTUS.
- **\*Only refresher training is available online. Everyone's initial training must be live.\***
  - People can attend a live training again for refresher training credit.
- **Note:** After attendees complete this training, they will receive an email notification that their VIRTUS account has become activated and attendance recorded. When they are required to receive ongoing training, they will receive notice at the email address provided at registration.
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### Step 2: Complete a Criminal Background Screening

- **Church Workers must complete an Archdiocesan background check before being hired as an employee or volunteering with minors.**
- **The ONLY exception is Colorado licensed schoolteachers for employment at their school only.**
- **Church Workers background screening rechecks occur every 5 years.**

### Step 3: Acknowledge the Archdiocesan of Denver Code of Conduct

- **The Archdiocese has several policies that Church Workers are required to be familiar with.** Understanding these expectations for appropriate behavior protects all our members, especially the most vulnerable amongst us.
- **The Code of Conduct is available on the Archdiocesan website and during the initial self-registration with VIRTUS.**
- **Church Workers must have signed version 1.5 (released July 2022) or later.** Previous versions do not count for compliance.

## Additional Archdiocese Safe Environment Efforts

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In addition to the requirements outlined above, the Archdiocese has extended the safety net of protection throughout the Archdiocese in the following ways:

- **Training for youth:** We also empower our children to understand safety by providing annual safe environment curriculum to 20,000-25,000 minors in Catholic Schools and Religious Education programs every year through VIRTUS' *Empowering God's Children—Teaching Safety* Program.
  - Child and youth curriculum outline can be found at: <https://archden.org/protection/child-youth-lesson-plans-overviews/>
- **Local Safe Environment Coordinators:** Each parish/school location has its own safe environment coordinator who serves as an extension of the Archdiocesan Office of Minor and At-Risk Adult Protection.
  - They are the contact persons for:
    - VIRTUS scheduling
    - Compliance
    - VIRTUS Online registration, maintenance and refresher training
  - Contact your parish office for their location specific coordinator.
- **Archdiocesan Office of Minor and At-Risk Adult Protection:** This office is staffed by professionals who coordinate the proactive efforts of protection as well as the response when someone is harmed. The Victim Assistance Coordinator can help accompany anyone who may need assistance and can provide referral resources to aid in healing.
- [Christi.Sullivan@ArchDen.org](mailto:Christi.Sullivan@ArchDen.org) Director, 303-715-3241
- [Jim.Langley@ArchDen.org](mailto:Jim.Langley@ArchDen.org) Victim Assistance Coordinator, 303-815-4849
- [Alex.Kwan@ArchDen.org](mailto:Alex.Kwan@ArchDen.org) Safe Environment Coordinator, 303-715-2085
- **Archdiocesan Website:** Find more child safety resources at <https://archden.org/protection/>
- **VIRTUS Website:** There are many things that a facilitator may not have had the ability to delve into during this session – such as, sexting, computer safety, cell phones, etc. To find information on various child protection subjects: simply log onto the VIRTUS website at [www.virtus.org](http://www.virtus.org) after being *activated* and attendees will have access to a large variety of articles and continuing education.

## CONCLUSION

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- **Sign-in sheet**
  - Verify everyone has signed the sign-in sheet, they cannot receive credit for attending if the sign-in sheet has not been signed by them. (Send copy of sheet in to OMAAP every time)
  - Reiterate: if individual's name was not printed on the sign-in sheet, then they need to speak with you after class to receive instructions on how to "post-register" in VIRTUS Online.
- **Questions?**
  - Inform individuals that you'll be available for any additional questions after the class.
- **Evaluations**
  - Ask attendees to complete evaluations at the end of the session and leave them on a table for collection.
- **Please encourage attendees to invite other parents/neighbors/community members to attend these sessions – they are not only for those involved in the Church.**
- **Invite anyone who might be interested in becoming a facilitator to contact Christi Sullivan in the Office of Minor and At Risk Adult Protection for more information.**
- **Thank them for their attendance and commitment to protecting children.**
- **If not previously done, play "What Happens After You Call 1-844-CO-4-KIDS" then "CDHS Bus Spot".**
- **Close with a prayer**