

**INSTRUCTIONS FOR THE ONLINE**

**CHURCH WORKER CONDUCT TRAINING**

 Please visit [**www.safeguardingonline.org/enroll**](http://www.safeguardingonline.org/enroll) **,** enter registration code **utdio4131** to enroll.  Once you have entered the code a registration form will pop-up.  Please fill out the form completely. Once the form is completed click on the box **“Submit”,** this will take you to a link to start the training.  ***Please sign up under your respective congregation or ministry.*** Each module can take anywhere from 20-40 minutes to complete. You can do the training at your own pace. If you are unable to complete each module you can go back and finish at a later time. Be sure to keep your login information should you need to finish the training at a later date. ***(Please Note: this program requires Flash to run)*** Should you have any questions on what modules you are required to complete, please see pages 2-3 of this document.

 Please make sure to send/email your certificate to Angela Rogers at the Diocesan offices once you have successfully completed the training.

 If you have any questions, please feel free to contact me at 801-322-4131 ext. 370 or arogers@episcopal-ut.org. Should you have any technical difficulties please email Armatus support at: support@praesidiuminc.com.

 Thank you for doing your part to make the church a safe place for all.

| **Modules** | **All****Congregations** | **CPE**(Pastoral Care Dept) | **Eucharistic****Visitors** | **Diocese** | **Camp** | **Pre-Schools** | **Youth Impact** |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
| Meet Sam | X |  | X | X | X |  | X |
| It Happened to Me | X |  | X | X | X |  | X |
| Keeping Your School Safe | X |  |  |  |  | X | X |
| Preventing Sexual Activity Between Young Children | X |  |  |  | X | X | X |
| Abuse Risk Management for Volunteers |  | X |  | X |  |  |  |
| Keeping Your Church Safe | X |  | X | X |  |  |  |
| Abuse Prevention Refresher |  |  |  |  |  |  |  |
| Preventing Sexual Exploitation – for Ministries  |  | X | X |  | X | X | X |
| Preventing Sexual Exploitation – for Congregations | X |  | X | X |  |  |  |
| Diocesan Policies | X | X | X | X | X | X | X |
| Preventing Sexual Harassment of Church Workers - for Workers  | X | X | X | X | X | X | X |
| Preventing Sexual Harassment of Church Workers - for Supervisors |  |  |  |  | X |  |  |
| Duty to Report | X | X | X | X | X | X | X |
| Preventing Bullying – for Schools | X |  |  |  | X | X | X |
| Social Media | X |  |  | X | X | X | X |
| Day at Day Camp |  |  |  |  | X |  |  |
| Keeping Your Camp Safe |  |  |  |  | X |  |  |
| Preventing Elderly Abuse | X | X | X | X |  |  |  |