

# SAFE ENVIRONMENT PROGRAM ANNUAL TRAINING UPDATE FOR 2008-2009

## Church Law Today

Here are the steps to follow to complete the online training provided by Christian Ministry Resources.

1. Go to site <http://www.churchlawtoday.com/>
2. Under "Congregational Training Center" click on "Online Seminars"
3. Enter User Name: Dallas (case sensitive)
4. Enter Password: Diocese (case sensitive)
5. Click on ONE of the following seminars:  
"Understanding the Problem of Child Sexual Abuse & the Church"  
"Principles of Supervising Children & Youth"  
"Reporting Child Abuse"  
"Responding to Allegations of Abuse"
6. Read through the seminar.
7. Print off "Comprehensive Test".
8. Answer each question.
9. Return completed test to your Safety Officer.
10. Complete the Online Training Certificate below and give it to your Safety Officer along with your completed test.

**Please PRINT all information legibly or you may not receive credit. Give first, middle (name or initial), and last name. Also include a suffix (e.g. Jr., Sr., etc.), if applicable.**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**DAYTIME PHONE:** \_\_\_\_\_

**You may reach me by email at:** \_\_\_\_\_  
**(Please PRINT your email address legibly!)**

I have accessed the website [www.churchlawtoday.com](http://www.churchlawtoday.com/). Immediately below, I have put a **check mark** next to the seminar I studied and the lessons I completed. (I understand that **I must complete ALL LESSONS under at least ONE SEMINAR** in order to receive training credit.) I have also completed the comprehensive evaluation for the seminar I selected and am returning it with this form. I also understand that I may not do any lesson I have already previously completed.

- \_\_\_\_\_ Understanding the Problem of Child Sexual Abuse and the Church  
Lesson(s): 1\_\_\_ 2\_\_\_ 3\_\_\_ 4\_\_\_
- \_\_\_\_\_ Principles of Supervising Children and Youth: Reducing the Risk of Sexual Abuse  
Lesson(s): 1\_\_\_ 2\_\_\_ 3\_\_\_ 4\_\_\_ 5\_\_\_ 6\_\_\_ 7\_\_\_
- \_\_\_\_\_ Reporting Child Abuse  
Lesson(s): 1\_\_\_ 2\_\_\_
- \_\_\_\_\_ Responding to Allegations of Abuse  
Lesson(s): 1\_\_\_ 2\_\_\_ 3\_\_\_ 4\_\_\_ 5\_\_\_ 6\_\_\_ 7\_\_\_ 8\_\_\_

**Please attach  
completed  
Comprehensive Test  
to this form before  
returning to office**

I understand that by so doing I have met my annual training requirements for the year indicated above under our parish's Safe Environment Program. If there is anything I do not understand or if I have any questions about anything I have read in the seminar I chose, I will contact the Safety Officer at the church office.

My Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Please bring this form to **the school office, attention to Safety Officer.**