

Most Blessed Sacrament Catholic School

Serving Vulnerable Populations – Revised Online Child Protection Training Module

For your convenience, below are the steps required to complete the CPT module and obtain your certificate.

1. Access Diocese of Baton Rouge website: www.dioabr.org.
2. Scroll to the bottom and click on the Child and Youth Protection & Victims Assistance link.



3. Under the Certification heading on the left side, click on the link, **Safe and Sacred Online Training Center (Adults)**.

4. You will need to enter your username and password that was created when you took the previous online child protection training. If you do not have a record of your username and password, please call Tech Support at 1-888-804-9643 (press #1) or use the **TECH SUPPORT** link at the top of the sign-in page to **Live Chat/Online Support** for help with resetting your username and password. While communicating with Tech Support, please make sure your primary institution is **Baton Rouge - Most Blessed Sacrament School**.

Once the username and password are entered and approved. You may be prompted to edit your profile. Take time to double check your information, especially your primary institution must be Most Blessed Sacrament School.

5. On the Training Summary page, find the course labeled Serving Vulnerable Populations, and then click on Take Course next to the course name. If the course is not there, please contact **TECH SUPPORT** to load the course, ***Serving Vulnerable Populations***.

There are 113 slides in this module. You will be prompted to sign the Code of Ethics form on slide 111. If you have previously submitted the Code of Ethics Acknowledgement form, there is no need to print and resubmit the form. If you have not submitted the revised CoE, please print and send the form to the Office of Child Protection.

You must pass the quiz with a 90% or better score to receive a certificate of completion. There are 20 questions and you must get at least 18 answers correct to earn a certificate. You may continue to take the quiz until you pass and receive a certificate.

6. Print the certificate of completion for your file. The BR Diocese will email a copy of the certificate to the MBS Office of Child Protection.

Thank you for your support. Your assistance is greatly appreciated.