



To: Diocesan Volunteers
From: Office for the Protection of Children and Vulnerable Adults
Date: March 27, 2024
Subject: Safe Environment Guidelines (2024)

Diocesan volunteers serving with minors or vulnerable adults in any capacity must comply with the Diocese's Safe Environment Standards, per the United States Conference of Catholic Bishops and California State Law.

Minors are defined as youth under the age of 18 years old.

Vulnerable Adults are defined as adults 18 years of age or older whose ability to perform normal activities of daily living is impaired due to a mental illness, long-term physical or developmental disability, and/or is protected by the State of California Adult Protective Services.

Volunteers serving at all diocesan schools, in parish ministries or at events involving either minors or vulnerable adults must comply with the following diocesan Safe Environment requirements:

1. Live Scan Fingerprint Clearance on File with the Diocese of San Jose
2. Valid and Current Safe Environment Training (VIRTUS) on File with the Diocese of San Jose
 - a. Training must be renewed every three (3) years when serving in active ministry.

Volunteers serving public liturgical celebrations where minors or vulnerable adults may be present must comply with the following diocesan Safe Environment requirements:

1. Online Background Check Clearance on File with the Diocese of San Jose
 - a. Online Background Check must be resubmitted every four (4) years when serving in active ministry.
2. Valid and Current Safe Environment Training (VIRTUS) on File with the Diocese of San Jose
 - a. Training must be renewed every three (3) years when serving in active ministry.

Additional information is available online:

- Diocese of San Jose Safe Environment Website: <https://www.dsj.org/protecting-gods-children/>
- Diocese of San Jose Safe Environment Standards: https://www.dsj.org/wp-content/uploads/DSJ-SE-Policy-Handbook-FINAL-NOV2017_BC2019.pdf
- United States Conference of Catholic Bishops: <https://www.usccb.org/committees/protection-children-young-people>
- California Assembly Bill No. 506: <https://www.praesidiuminc.com/california-assembly-bill-506/>
- California Office of Child Abuse Prevention: <https://www.cdss.ca.gov/inforesources/ocap>
- California Adult Protective Services: <https://www.cdss.ca.gov/inforesources/adult-protective-services>