As part of the Archdiocese of Washington's commitment to child safety, any adult who seeks volunteer service with an Archdiocesan school, parish, agency, or other ministry that will involve contact with children must, prior to beginning service:

☐ Complete the <u>Application for Volunteer Service</u>	
☐ Register online for Virtus child protection workshop (instructions below)	
- Read and submit the <u>acknowledgment form</u>	
☐ Complete the <u>authorization form</u> for a criminal background check; and	
\square Undergo a criminal background check (fingerprinting) and have results cleared b	У
the Office of Child Protection and Safe Environment. A list of locations is below.	
□ Submit a copy of your photo ID to Joanne McBurney (virtus@stbartholomew.org)	

Volunteer service may start only after the Office of Child Protection and Safe Environment provides notification that the individual has successfully cleared a criminal background check.

Instructions for Virtus

Go to www.virtusonline.org & click on FIRST TIME REGISTRANT (left sidebar)

Click on View a List of Sessions

Scroll all the way down until you find Washington, DC (Archdiocese)

Create a User ID and Password to continue and complete registration screens

Select St. Bart's as the Primary location for volunteering

Select your roles & answer all screening questions

Read and Acknowledge the Pastoral Code of Conduct and Contact with Minors

When you get to the screen that asks if you have already attended Protecting God's Children Session, click NO, and select the session you want to attend.

Sessions fill up quickly, new sessions are added every Monday.

Fingerprinting Information

<u>Click here for the Livescan Form</u>; print and bring with you to the fingerprinting location. Below is a list of private providers; you can check with your local police department to see if services are available.

We are looking to once again schedule American Fingerprinting services on campus during Sneak-a-Peek on Monday, August 25 from 1:30-3pm. Additional information, forthcoming. You will need to sign up for a slot, bring ID, payment, and a completed Livescan form.

PRIVATE PROVIDERS	ADDRESS	PHONE	Price	
1 Stop Fingerprints, LLC	10770 Columbia Pike	(240) 389-3238	\$	65.00
	Unit 30 #E48			
	Silver Spring, MD 20901			
American Fingerprinting	3 Bethesda Metro Center	301.961.1998	\$	61.00
Services	Suite 700			
	Bethesda, MD 20814			
Express Fingerprinting & Live	Address: 915 Russell Ave	240.760-1116	\$	61.25
Scans, LLC	Suite B			
	Gaithersburg, MD 20879			
University of Maryland,	Department of Public Safety	301.405.5758	\$	55.00
College Park	Pocomoke Building			
NO MOBILE SERVICE	7569 Baltimore Avenue			
AVAILABLE *WALK-IN FINGERPRINTING AVAILABLE	College Park, MD 20742			
Truevine Biometric Services	4061 Powder Mill Rd	240-833-3268	\$	60.00
	Suite, 700 Rm # 27			
	Beltsville, MD 20705			
Fingerprint Express Inc	2401 Blueridge Ave Suite 400	240-880-2922	\$	51.25
	Silver Spring, MD 20902			
All American Protective	6701 Democracy Blvd.	301.571.9479	\$	64.29
Services, LLC	Suite 110			
	Bethesda, MD 20817			