OVASE Training Instructions

Part of our _new_ volunteer onboarding process is the completion of the mandatory Office of Victim Assistance and Safe Environment (OVASE) trainings. These trainings must be completed prior to volunteering with our organization. Please follow the instructions below to complete this training.

OVASE Training:
Go to https://www.virtusonline.org/virtus/reg_2.cfm?theme=0&org=22110
Create a User ID and Password
Set up your account as a volunteer
Choose Catholic Charities as Primary location. If you are volunteering for Seton Home or St. PJ's specifically, choose those as your primary locations.
The system will ask you two questions. (1) Will you be working with children? And (2) Will you be working with Vulnerable Adults? The answer to **BOTH** questions should be **YES**.

Select the Online Training

You will need to complete the following trainings:
      Protecting God's Children Online Awareness Session
      Sexual Harassment Online Training Module 1.0
      Vulnerable Adults Training Module

Trainings must be completed prior to volunteering with our campus, whether you are a current volunteer or a prospective volunteer.   Please note that these trainings are valid for three (3) years and valid at any Archdiocese affiliated location. When you log in, the classes that are required to be taken should automatically populate, you just click and take each one that shows.

If there are any trainings that are not showing up, please let us know immediately and we will have the system corrected. Due to the volume of staff and volunteers accessing the system, there may be some glitches or delays, please be patient and try again if you experience this difficulty.

Please do not hesitate to contact us if you have any questions.

Upon completion of the online courses, please email your certificates to: volunteer@ccaosa.org

Thank you for supporting our mission!