If you run an ICHAT you are required by Michigan State Police (MSP) to have a Criminal Background Consent (CBC) form on file. The form can be the original CBC from a previous year. Please use the CBC form on the diocese website. This will ensure you have the most revised CBC form.

Here is a quick checklist to make sure your building is safe.

“All Office, classroom and sacristy doors are to be installed or retrofitted with clear glass and the glass is to remain uncovered at all times. Reconciliation rooms or chapels, while soundproof and allowing for privacy of the penitent, are to have windows that remain uncovered. Unless a maintenance closet or room requires a solid door for fire safety, it is to be similarly fitted. Unless it is vacant, it is to be locked. If not vacant, the door should be opened so that by-passers can view who is in the closet or room.”

If you have any one that you call Volunteer but the “Volunteer” is paid a stipend through the school, Michigan State Police (MSP) tells us they are considered an employee of the school and will need to be finger printed. An example is a Voluntary Coach.

If you have an individual who is no longer volunteering or employed in your location (school/parish) you can make their VIRTUS account inactive UNLESS, the account has another location (school/parish) indicated on the account. If so, Just remove your location and keep the account active. This will allow the other location to continue having access to the VIRTUS account.

All school and parish employees must have LIVE Protecting God’s Children training. Even if they have had the online version sometime in the past. Please check your list and verify with the VIRTUS database.

Earlier this week, I had the privilege to participate on our Diocese School Accreditation Team. We spent two days in one of our school/parishes and I cannot tell you what great witnesses the staff, students, parents and volunteers in both locations are to our Catholic Faith. They truly are the face of Jesus in their community and in our Diocese. I left there thinking, “I want to be like that, EVERYDAY’!” I am very grateful that God called me to this job and so proud to be part of our Catholic faith. We encounter many responsibilities and have a long to-do list that grows every single day and it’s all because we are here to serve one another. Thank you ALL for being the face of Jesus in your community and in our Diocese.

Reba Sommer
Diocese of Lansing
Safe Environment Coordinator
rsommer@dioceseoflansing.org