

Child Protection Requirements For New Employees and Volunteers

New Employees

1. Background check
2. *Standards of Conduct*
3. *Called to Protect*

Volunteers

1. Background check
2. *Standards of Conduct*
3. *Called to Protect* (required for those volunteers working with minors 4 or more times a year).

How do you get started?

1. Log on to a high-speed internet connection and go to <https://www.archdpdx.org/cpo>.
2. Click on the link to Armatus courses.
3. Enter your user name (login) and password.
4. Click submit.
5. Choose the course title *Standards of Conduct*

How do I find my login and Password?

Your user name is the first initial of your first name and your full last name. For example: Robert Smith's user name would be rsmith, or Sasha Hayes-Jones user name would be shayes-jones.

Your password is the four numerical digits of your birthday, followed by your state abbreviation. For example, if Jane Arnold lives in Oregon and her birthday is March 26, her password would be 0326or.

For locations, dates and times of classes, please contact your parish or school representative or go to [archdpdx.org/cpo](https://www.archdpdx.org/cpo)

Welcome to the Armatus Course 2011 & 2012 For Clergy, Employees and Volunteers

What is Armatus®?

Armatus® is an internet-based abuse prevention training program developed by Praesidium Inc. The Archdiocese of Portland has chosen Armatus® as the annual training for employees and volunteers after they have participated in the *Called to Protect* class.

WHO NEEDS TO TAKE THIS COURSE?

- **CLERGY**
- **ALL EMPLOYEES**— who have completed the *Called to Protect* classes.
- **VOLUNTEERS**— who work 4 or more times a year with minors and have completed the *Called to Protect* class.

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How do you get started?

1. Logon to a high-speed Internet connection and go to <https://www.archdpdx.org/cpo>.
2. Click on the link to Armatus courses
3. Enter your user name and password.
4. Click submit.
5. Choose the course titled **Refresher** with the same picture that is on this page.



Abuse Prevention Refresher Course Curso de Actualization en Prevencion de Abuso

You will learn:

- Why it is so important to act on warning signs, and how to do so.
- How to keep yourself and co-workers safe from false allegation.
- How to prevent peer-to-peer abuse.
- How to apply your knowledge to real-life scenarios.