SAFE ENVIRONMENT TRAINING INSTRUCTIONS

The Diocese of Great Falls-Billings
121 23rd Street South
Great Falls, MT 59401
406-727-6683, x110

Step 1
Go to the safe environment training web site:
https://diocesegfb.safeenvironment.org

Step 2
Click the Create new account button to register.

Step 3
Complete ALL information of the registration page.

Step 4
Click the Create my new account button to create your account.

Step 5
Click the “Continue” button to confirm your account and enter the training site.
   a) Complete the questionnaire for the background check.
   b) Immediately begin the training for the first course, Recognizing Child Abuse.

TIPS
ONE account per person.
You will NEVER need to create a second account!

Training works on computers, tablets, and smartphones.

Training website is for ADULT learners only.

Renew your Training Certificate once a year.

Renew your Background Check every 5 (five) years.

Need help? You may contact:
• Your church or school SEC
• Tech Support: “Click” for live help or,
  (888)804-9643
• Diocesan SEC: 727-6683
Safe Environment Coordinator

*Safe Environment training is required for clergy, employees, parish and/or school volunteers with access to children and vulnerable adults, and ALL school educators, school employees and volunteers.

*Mandatory Reporters in Montana include teachers, clergy, childcare workers, police officers.