



## DIOCESE OF SAN JOSE

### OFFICE FOR THE PROTECTION OF CHILDREN AND VULNERABLE ADULTS

### Parish- VIRTUS® Audit Reporting Form

VIRTUS® Protecting God's Children Lesson

#### Required Information

Parish Name	Academic Year
	2020/2021
Director of Religious Education	Contact Person
Contact Person's Phone Number	Contact Person's Email Address
Total # of Students Enrolled in Faith Formation Program (K-12)	Total # of Students Received VIRTUS Lesson (Led by catechist, submitted Electronic Parent Verification Form, or submitted Healthy Relationships for Teens Certificate)
# of Opt-Outs (Including Absences, families who did not submit the Electronic Verification Form, and students who did not submit Healthy Relationships for Teens Certificate)	Number of Make-Up Sessions (If Applicable)
Explanation of Data (If Applicable) / Comments:	

#### Important Information:

1. Completed form must be submitted no later than **April 30<sup>th</sup>**. Please email form to [Griselda.Cervantez@dsj.org](mailto:Griselda.Cervantez@dsj.org). Please keep a copy of training records on-site for audit purposes for minimum of three years.
2. ONLY report students who are enrolled and in attendance on the date of VIRTUS lesson.
3. If you need to provide an explanation for your data, please do so in the space provided
4. For families who "opt-out" or are absent, please provide VIRTUS lesson electronically or as hard copy.

Form Completed by (Print Name): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_