

### Accessing Youth Protection Program Training and Learning Site.

Access <https://safeyouth.hbgdiocese.org/>

Enter your email address and a password

Select **Submit**

### Accessing Child Recognition and Reporting Child Abuse Training

The Recognizing and Reporting Child Abuse Training is a 3-hour online course, which is free of charge to assist individuals in compliance with the training requirements under Act 31. If a member should not finish the course in one session, he/she can exit at any time and resume where he/she left off when logging in at a later date. Any questions regarding registration with the *Pennsylvania Child Welfare Resource Center (University of Pittsburgh)* should be forwarded to [HelpCPLS@pitt.edu](mailto:HelpCPLS@pitt.edu).

Select **“Training”** located at the top left of the Navigation Bar. Read the instructions and then watch a brief introductory video from Bishop Gainer. Continue to scroll down toward the bottom to the page and select **“Begin Training,”** which will prompt you to the Pennsylvania Child Welfare Resource Center (PA CWRC) website [www.reportabusepa.pitt.edu](http://www.reportabusepa.pitt.edu) hosted by the University of Pittsburgh.

Register as a New User with the PA CWRC by selecting **“Registration”** at the top center of the Navigation Bar. Enter personal information in fields provided. All fields in **blue** are required to be completed. Select **Submit**. A Username and Password (highlighted in yellow) will be assigned at the bottom of the “New User Registration” Page, and an email containing the assigned Username and Password will be emailed to the member’s registered email address. Note: Members should make a record of their Login and Password, in the event an email is not received from PA CWRC. Follow instruction where it says **Click here to log in**. Select **“Welcome”** at the top center of the Navigation Bar to return to the main PA CWRC page. Enter Username and Password, which was assigned by PA CWRC. Select **Login**. Select the **rrca-0652: Recognizing and Reporting Child Abuse** link under “Your Courses” and begin training.

There are ten sessions to view. Remember: After each session, you have the opportunity to continue or you may log-off and continue in the future. There are only a few questions to answer after some of the sessions. (You may go to the previous screen to review, if needed.) After course completion, the member should either print or save an electronic copy of the Certificate of Completion to be submitted to the Local Administrator of his/her location (suggest printing two copies—please bring one to the Parish Office).