



# Saint Andrew

Anchored in Faith  Catholic Church and School

## 2023-2024 Program Year Safe Environment Renewal Training and Profile Edit


These steps will outline how to access the **CMGConnect** application allowing you to start and complete the “Renewal Training” action and update your user profile (passwords and other data).

### Connecting and opening the CMG Application

CMGConnect Home FAQ Support State Reporting Agencies Privacy English Sign In

01-26-2020 - COVID-19 Resources Click Here

Diocese Of St Cloud

 Diocese of SAINT CLOUD

Welcome to CMG Connect - The Diocese of St Cloud training hub

Please check with your site administrator to see if you have an existing account.

If you have done training in the past, you will use that same username and password. Contact your site administrator if you have questions. Please click the 'Sign In Here' tab in the top right corner of this screen.

If you are new to training, please set up an account. You will be asked to complete all required boxes.


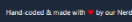
Existing Accounts

Do you have an account? If so, you don't need to sign up for a new one. Click the "Sign In" button in the upper right hand corner of this window. Otherwise, register for a new account below.

[Sign In](#)

Register for a New Account

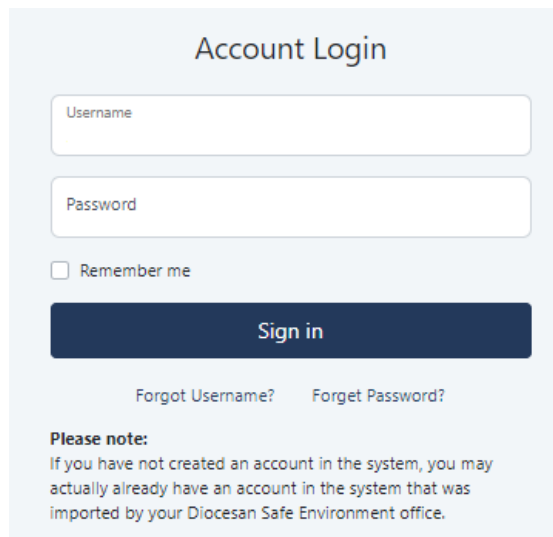
Account	Personal	Affiliation
Enter your first, middle, and last name as they appear on your driver's license or official identification. Do not use prefixes (i.e., Rev., Rt., Sr., Dr., etc.).		
First Name *	Middle Name	Last Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Username *		
<input type="text"/>		
Password *		Password Confirmation *
<input type="password"/>		<input type="password"/>
<a href="#">Next Step</a>		

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Using a web browser with an internet connection, open the following URL address:

<https://stcloud.cmgconnect.org>

Then, select the blue “**Sign In**” button.



Account Login

Username

Password

☐ Remember me

Sign in

[Forgot Username?](#) [Forgot Password?](#)

**Please note:**  
If you have not created an account in the system, you may actually already have an account in the system that was imported by your Diocesan Safe Environment office.

Enter your user name and password:

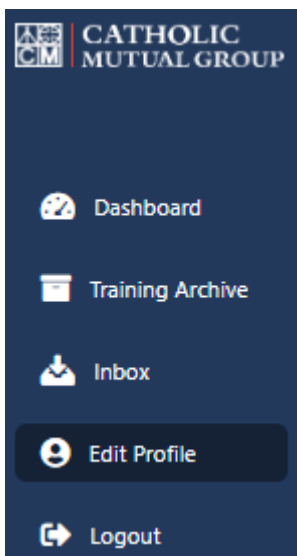
Username = **XXXXXX** (not case sensitive)

Password = **XXXXXX** (case sensitive)

Click the blue Sign in button.

## Profile update in the application

In the navigation area on the left, select (click) the “Edit Profile” option.



## Existing Accounts

Do you have an account? If so, you don't need to sign up for a new one. Click the “Sign In” button in the upper right hand corner of this window. Otherwise, register for a new account below.

Sign In

On the Personal information page, edit those areas that need input or correction. Note a star \* indicates a mandatory field. If the area is highlighted red when an update is selected - this means attention is required, data missing or some element needs correction.

For CMG Connect application issues can Randy Bayerl (763) 441-1483 at the Saint Andrew Church parish office for assistance. (randyb@saint-andrew.net)

Personal information			Role and other information
First Name *	Middle Name	Last Name	USCCB Role *
			Volunteer ✓
<p>Note: to change your name on file, please contact Catholic Mutual Group. cmgconnect@catholicmutual.org</p>			Site
Maiden/Other Name	Phone *		
DL State	DL Number	Language	I participate as a/an: *
		EN ✓	<input type="checkbox"/> Clergy/Religious
Date of Birth			<input type="checkbox"/> Diocese/Parish Employee
			<input type="checkbox"/> Diocese/Parish Volunteer
			<input type="checkbox"/> Driver (select in addition to other categories)
			<input type="checkbox"/> Religious Education Instructor
			<input type="checkbox"/> Safety/Building Coordinator
			<input type="checkbox"/> School Employee
			<input checked="" type="checkbox"/> School Volunteer
Address information			
Address 1 *	Address 2		
City *	State *	Zipcode *	
Login and password information			
Email	Password	Password Confirmation	
<input type="button" value="Update Profile"/>			<input type="button" value="Cancel"/>

For example – to change your parish select (click) the Site area drop down box and select the correct parish associated with your volunteer service work. Scroll up or down to see the parish name and then (click) to select.

Site



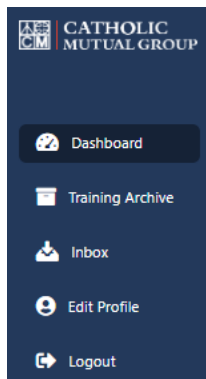
Edit any other fields; ensure you have an email you use correctly entered. This help with future password resets.

When ready to save your changes, select (click) the blue “Update Profile” button at the bottom.

Update Profile

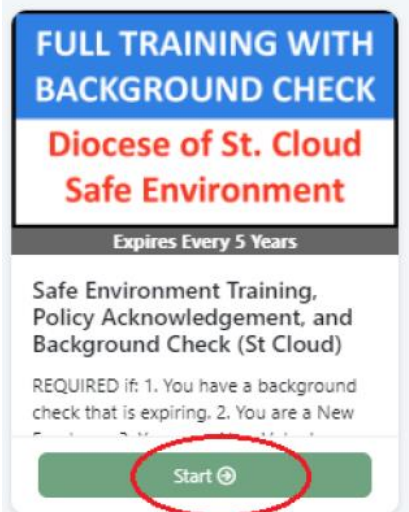
## Selecting and completing the requested Safe Environment Training

In the left navigation area, select (click) the “Dashboard” option.



Select (click) the green start button on the “FULL TRAINING WITH BACKGROUND CHECK” option.

### Required Trainings



Select (Click) the video to watch.... Complete each of the listed training segments and answer the questions for each + background check:

<b>Safe Haven - It's Up to You Segment 1</b> Video Page In Progress	<b>Safe Haven Questions 3</b> Question/Answer Page Pending
<b>Safe Haven Questions 1</b> Question/Answer Page Pending	<b>Standard of Ministerial Behavior and Boundaries</b> Read and Acknowledge Page Pending
<b>Safe Haven - It's Up to You Segment 2</b> Video Page Pending	<b>Sexual Misconduct Policy</b> Read and Acknowledge Page Pending
<b>Safe Haven Questions 2</b> Question/Answer Page Pending	<b>Acknowledgement Questions</b> Question/Answer Page Pending
<b>Safe Haven - It's Up to You Segment 3</b> Video Page Pending	<b>Background Check</b> Background Check Page Pending

Follow through on each answering the questions.

When done with all segments and questions, + Background Check section, please send me an email at: [randyb@saint-andrew.net](mailto:randyb@saint-andrew.net).

If you have any questions, call me at the parish office (763) 441-1483 x312 "Randy Bayerl".

Overview  
Training information and results

**A Safe Side of the Line Video**  
Video Page  
In Progress

**Standard of Ministerial Behavior and Boundaries**  
Read and Acknowledge Page  
Pending

**Sexual Misconduct Policy**  
Read and Acknowledge Page  
Pending

**Acknowledgement Questions**  
Question/Answer Page  
Pending

RENEWAL TRAINING - A Safe Side of the Line (St Cloud)

FROM ANDREA:

You broke your arm on the camping trip!?

21:49



## For those who have not yet created an account Safe Environment - New User Aid:

Catholic Mutual Group (CMG) application for all Diocese of Saint Cloud volunteers and employees.

Diocese, Safe Environment home page: <http://stcdio.org/about/safe-environment/>

### New User Account Registration Steps

1. Using an internet connected computer and a web browser like Google's Chrome or other access the Diocese of St. Cloud's Safe Environment training web site in collaboration with our insurance partner the Catholic Mutual Group (CMG) at: <https://stcloud.cmgconnect.org/>

2. On the right side of the web page, fill out the information requested **Register for a New Account**.

3. Complete by registering your account.

Add all subsequent details ... click "Register My Account". Remember the user name you entered!

Register for a New Account

Account Personal Affiliation < Prev Finish >

\*Select the Primary Parish/School at which you Volunteer or Work. (Search or scroll down to find your parish.)

Elk River - St Andrew

\*Please Select a Role

Volunteer

\*I participate as a/an:

☐ Clergy/Religious

☐ Diocese/Parish Employee

☒ Diocese/Parish Volunteer ← Or

☐ Driver (select in addition to other categories)

☐ Religious Education Instructor

☐ Safety/Building Coordinator

☐ School Employee

☒ School Volunteer ←

< Previous Register My account

Account Personal Affiliation < Prev Next >

\*Select the Primary Parish/School at which you Volunteer or Work

Select an option

\*Please Select a Role

Select an option

\*I participate as a/an:

☐ Clergy

☐ Coach

☐ Employee

☐ Maintenance Staff

☐ Parish Administrator

☐ Religious Education Instructor

☐ School Educator/Teacher

☐ School Safety Coordinator

☐ Volunteer

☐ Youth Minister

< Previous Register My account