



The New Mexico Annual Conference Background Checks and Training

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The New Mexico Annual Conference has partnered with **Protect My Ministry** to provide background checks and online child safety training at a discounted price. The discount price below is available to all our churches.

The Conference has contracted for the **Ministry Mobilizer Bundle #1** which includes:



1. A background check
2. Individual Online Child Safety Training
3. Automated Rescreening Notifications After One Year From Initial Screening
4. Online Tracking of Applicants

The applicant would submit a paper consent form to the church and the church enters the information online. Bundle #1 background checks will be billed directly to the church on a monthly basis. Extended services are offered to the churches through Ministry Mobilizer Bundles #2 and #3 at the election of the church and an additional cost to the church. These services are offered online either when you initially sign up with Protect My Ministry or later, but you are not required to choose an upgrade package. For more details on the different bundles go to <http://protectmyministry.com/paperless-solutions/bundle-pricing>

Background Checks

There are two tiers of background checks that we use. For churches in New Mexico the Basic Package can be used for low risk volunteers who are not in a leadership position and will not be left alone with a child, youth or vulnerable adult. The Plus Package is used in New Mexico for all staff and volunteers who are in a leadership position. The Basic Package can be used in Texas for all staff and volunteers because the state of Texas shares all of their county and state court information with the nationwide databases.

Basic Package: \$8.00

- National Criminal Database Search (includes Re-Verification of records)
- National Sex Offender Registry Search (includes alias and maiden names)
- SSN Verification and Address History Trace

Plus Package: \$16.00 (+fees if applicable)

- All of the above + (1) Statewide or County Court Search
(Recommended in NM with a statewide criminal court search – no additional fees apply for New Mexico Statewide)

Individual Online Training

Protect My Ministry offers intuitive and interactive online training for volunteer and staff awareness of types of abuse, how to recognize abuse, and how to report and prevent abuse. The training is fully integrated with the Ministry Mobilizer package when the individual is entered into the system and the training can be completed from anywhere, 24/7. The training takes approximately 2 hours and does not have to be completed in one session. You can start and stop when you want. The training is also available in Spanish.



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Sign Up

- To sign up go to: <http://protectmyministry.com/nmumc/> or go to the Conference's Safe Sanctuary webpage at <http://www.nmconfum.com/Conference-Services-Boards/Safe-Sanctuaries/>
The sign up page is set up for Ministry Mobilizer Bundle #1, you do not need to Bundle 2 or 3 so you can leave those boxes blank.

Support

- To log in after initial sign up go to <https://www.mobilizemyministry.com/login/login.aspx>
- Protect My Ministry Help Desk Support: 1-800-319-5581
- A user manual is available at:
<http://www.protectmyministry.com/Manuals/Ministry-Mobilizer-User-Guide.pdf>
- Background check authorization forms are available on the Conference website at
- <http://www.nmconfum.com/Conference-Services-Boards/Safe-Sanctuaries/>
- For Conference support contact Melissa Thacker 1-800-678-8786 or (505) 255-8786

Note: Ministry Mobilizer works best using Google Chrome

IN-HOUSE TRAINING

Discipleship Ministries has Safe Sanctuary guidance for churches on their website at <http://www.umcdiscipleship.org/leadership-resources/safe-sanctuaries> including 10 videos that can help your church ensure that all spaces of worship and gathering are places of trust.

- Best Practices of Safe Sanctuaries
- Background Checks
- Policies, Guidelines & Procedures
- Training Leaders
- Protecting Vulnerable Adults
- Mandatory Reporting
- Registered Sex Offenders
- Healthy Social Media Guidelines
- Offsite Considerations
- Living Into The Covenant

Churches can still provide their own in-house training utilizing the best practices material created by **Joy Melton**. Her materials are available at www.bookstore.upperroom.org/AdvancedSearch/Default.aspx?searchTerm=safe+sanctuaries

Other Resources

- The Conference's Safe Sanctuaries webpage has the Conference policy and consent forms and useful links. To visit the webpage go to:
<http://www.nmconfum.com/Conference-Services-Boards/Safe-Sanctuaries/>
- The United Methodist Insurance Company has prepared valuable Ministry Protection Memos that can help churches protect our people. These are available on their website <http://www.uminure.org/protecting-your-people>

