



SOUTHEASTERN DISTRICT OFFICIATING PROGRAM IMPLEMENTATION OF THE USA HOCKEY SAFESPORT BACKGROUND SCREENING

AUGUST 1, 2013

To start your screening, go to:

www.ncsisafe.com and Start Your Background Screening

Use Self Registration # 53120419

Background screenings are a required component to USA Hockey Officiating qualification

- USA Hockey is implementing SafeSport program to further insure the safety of participants
- SEDOP will be in accordance with USA Hockey requirements
- Full national participation to occur in 2014-15 season as a condition of registration
- USA Hockey selected new youth sports safety and screening company
 - SEDOP adopting the new company and national practices in 2013-14 in lieu of other program changes that were to be undertaken
 - SEDOP will be in full compliance with USA Hockey guidelines and procedures

Summary of Changes

- Screening every 2 years starting August 1 for all officials 18 and over
- Qualification dates run during the yearly hockey season of September 1-August 31. Screenings will be purged at end of second year on July 31, timed to USA Hockey Officiating registration period.
- Normal screening takes 10 days
- Full use of USA Hockey screening criteria
 - SEDOP previously used a narrow set of criteria
- Screening company, and not SEDOP staff, will discuss “hits” with individuals and prepare Adverse Action letters per the Fair Credit Reporting Act (FCRA) following discussion with SEDOP Background Screening Coordinator
- While fee is lower at \$21.25 for most officials, many will see increases due to county, state and international charges
 - Schedule B contains the county charges. Canadian charges are \$75. International charges are an additional \$195.

What does not change

- Costs to be borne by individual official
- Must be screened to officiate in SED
- www.southeastrefs.org/screening.html to check on status
- Coaches, administrators, and other volunteers screened by a USA Hockey program will be accepted in SEDOP
- Transfers of credentials from/to SEDOP must go through SEDOP Background Screening Coordinator (screening@southeastrefs.org) in SEDOP and other District/Affiliate Background Screening Coordinator
 - Official must track down the responsible individual
- No alternate credentialing to be used

Important Dates

- Previous screenings of 8/01/2012 or later will cover the 2012-2013 and 2013-2014 season. Anything before 8/01/2012 should be declared out of date.
- Screening date of 8/01/2013 or later with registration covers the 2013-2014 and 2014-2015 seasons, and expires on 7/31/2015.
- Screening date of 8/01/2014 or later with registration covers the 2014-15 and 2015-16 seasons.

Screening Criteria

Offenses--Reportable convictions, registrations or pending dispositions, or disclosures of convictions, registrations or pending dispositions, for any of the following criminal offenses or registrations will prompt a determination that an applicant 'does not meet' the criminal background screening criteria and a red light determination will be issued:

- R1. Any felony (any crime punishable by confinement greater than one year)
 - a. Defined on the basis of exposure for the offense for which the defendant was convicted, pled guilty or pled nolo contendere. If pled down, then the crime to which the defendant ultimately pled.
 - b. Defined as all crimes punishable by greater than one year in jail or prison, regardless of how characterized by jurisdiction. If range, alternate sentencing, or indeterminate sentencing with an outer range greater than one year.
- R2. Any lesser crime involving force or threat of force against a person.
- R3. Any lesser crime of a sexual nature or classified as a sex offense including, but not limited to "victimless" crimes of a sexual nature such as prostitution, pornography, indecent exposure; and crimes in which sexual relations is an element.
- R4. Any lesser crime involving controlled substances (not paraphernalia or alcohol).
- R5. Any lesser crime involving cruelty to animals.
- R6. Any Sex Offender Registrant
- R7. Any lesser crime involving harm to a minor Criminal offenses include "Attempted Crimes" in the above classifications

Screening Criteria (continued)

In addition to the public record search and potential disclosures to questions of Individuals related to R1 through R7 above, NCSI, on behalf of the Company, shall ask Individuals registering with SEDOP/USA Hockey [the Company] for screening the questions below.

If any of the questions are answered “Yes” NCSI is instructed by the Company to issue a “Red Light” determination that the Individual “does not meet” the Company’s screening criteria.

The Company shall thereafter make its determination as to whether to permit the Individual to participate based upon the disclosure (“Yes” answer to any of the questions).

1. Have you an expunged or sealed conviction for any of the minimum criteria above?
2. Have you adjudged liable for civil penalties or damages involving sexual or physical abuse of children?
3. Are you subject to any court order involving any sexual abuse or physical abuse of a minor, including but not limited to domestic order of protection?
4. Have your parental rights been terminated?
5. Do you have a history with another organization (volunteer, contractor, employment, etc.) of any complaints of sexual or physical abuse of minors?
6. Have you resigned, been terminated or been asked to resign from a position, whether paid or unpaid, due to a complaint(s) of sexual or physical abuse of minors?
7. Do you have a history of any other behavior that indicates you may be a danger to children/minors in USA Hockey?”

Process

1. Official applies for screening through NCSI. NCSI may/may not ask for clarifications of entry data and processes request when fee and any additional costs are paid. All costs are borne by the official.

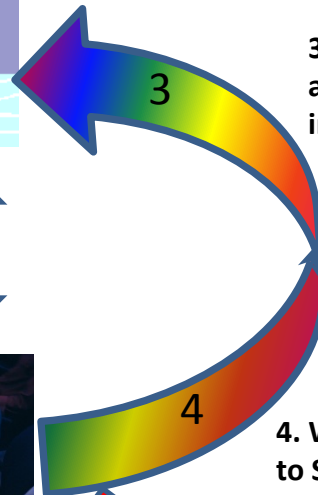
www.ncsisafe.com Click on Start your Background Screening Self-Registration # 53120419

2. If official's record doesn't trip against USAH criteria, NCSI will issue a GREEN LIGHT report. SEDOP will concur and post in database.

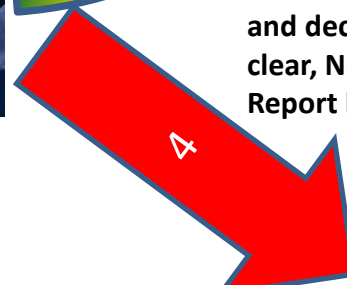


NCSI

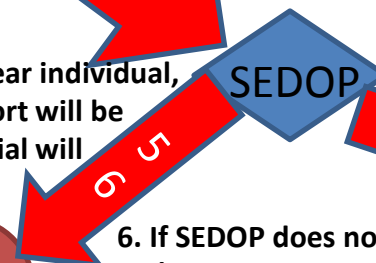
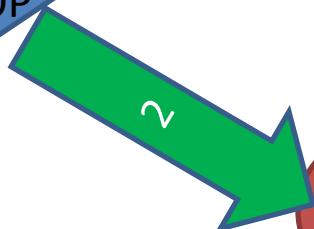
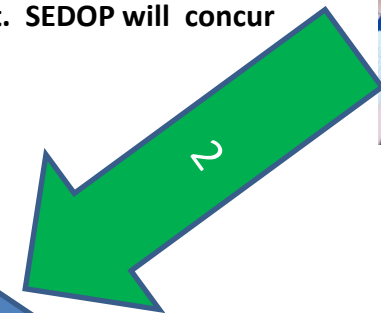
3. Hits against USAH criteria will cause a discussion between NCSI and individual.



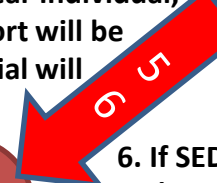
4. When information is a RED LIGHT Report to SEDOP, SEDOP and NCSI will discuss case and decide whether to clear or not. If not clear, NCSI will issue a Final Adverse Action Report letter to official.



5. If SEDOP decides to clear individual, then the RED LIGHT Report will be maintained and the official will be recorded as clear.



6. If SEDOP does not clear official, then he/she may request a hearing to the local Affiliate and USA Hockey to plead their case. NCSI / SEDOP will provide information on their view of the issue. All information will be stored in database.



Costs

- SCHEDULE C - Pricing and Extra Fees Price
- List A - Non-Profit Full Service Check it Twice™ with county
- All Prices are DOMESTIC United States searches unless otherwise noted.

- 1) Full Service Check-it-Twice™ plus county criminal records of all jurisdictions the individual resided in the prior five (5) years (or longest period available if the information is not available for five (5)years)
- The first county searched is included in the\$20.00 fee. Any additional county search as may be required will incur a fee in accordance with Schedule C.

	\$20.00†
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- 2) Set-up & Application Fee (Waived)

	\$75.00
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- 3) Technology Customization Package

	TBD
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- 4) Additional County Search

	\$10.00†
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- 5) Federal District Court Search

	\$10.00
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- 6) Motor Vehicle Reports

	DOS 1
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- 7) International Criminal

	\$195
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- 28) Resubmission Fee

	\$5.00
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- 39) Online Transaction Fee - Self Pay

	\$1.25
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- Footnotes for Schedule C, Price List A:
- 1. Depends on State.
- 2. Prices vary depending on jurisdiction - average price shown– See Schedule C
- 3. Plus any additional searches requested
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- Price List B
- † Exceptions: Mandatory county and/or state fees may apply in some jurisdictions. A complete listing is available upon request and accessible by the Company on NCSI’s secure website. NCSI retains the right to modify this list without prior notice.

- Schedule C is contained in the SEDOP website.

Questions

- For the actual screening, billing, clarifications, Adverse Action Letters and the NCSI process--
- NCSI – call Toll Free: (866) 833-7100 or email to clientservices@ncsisafe.com
- For the SEDOP Screening program and process outside of NCSI, send an email to screening@southeastrefs.org