Volunteer Youth Protection Screening Guide

Youth Protection Program Resources:
http://www.firstinspires.org/resource-library/youth-protection-policy

Youth Protection Training - Schoology
Log into your Schoology account, or create account here:
https://app.schoology.com/register.php?type=instructor
Course Access Code 72S5P-RW23T

For Questions, Comments, or Concerns:
Youth Protection Program Screening- safetyfirst@firstinspires.org
Volunteer Registration Questions- volunteer@firstinspires.org
How do I get screened?

Volunteers need to apply to an event, apply to a program, or apply to be a Lead Coach/Mentor to initiate screening

You must be **13 years or older** to create a FIRST account and volunteer. You must be 16 or older to volunteer at FIRST Championship.

Volunteers 17 years and younger (minors), and volunteers with a permanent residence outside of the U.S. and Canada are not required to be screened. However, everyone is required to agree to the Youth Protection Program Guidelines by checking the box at the bottom of the profile screening.

Passed screening is valid for up to 4 years.

- Sign up or Login to Volunteer Registration at [https://www.firstinspires.org/](https://www.firstinspires.org/)
- Apply to volunteer at a specific event or apply to a program
  - If you apply to a program, you will be brought to your profile menu to access screening
  - If you apply to an event, you will be asked to complete youth protection screening at the end of your application

- If you do not complete screening at this time, you can access screening on your dashboard in two ways
  - Select Review Outstanding Tasks

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**APPLICATION RECEIVED**

You must pass YPP screening in order to participate in your event.

**BEGIN YOUTH PROTECTION SCREENING**

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**FOR INSPIRATION & RECOGNITION OF SCIENCE & TECHNOLOGY**
Select Resolve

Screening can also be accessed in your profile menu if you apply to an event or apply to a program.
Notes:

Some firewalls may block access to the screening agency’s website. If this occurs, please complete the screening process from a computer that is not behind a firewall. Screening may not work on a mobile device.

Verified Volunteers

[Image of Verified Volunteers website]

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4 Easy Steps to Getting Verified

**FIRST** requires you to have a background check.

A \( \sqrt{2} \) Advanced Criminal Locator Check will be conducted on you.

Cost of Background Check: **Varies by State**

**FIRST** will pay: **100%**

In areas where administrative courts charge **Verified Volunteers** fees for access to information, the fees will be passed along and the amount will be reflected in the total cost during **Step 4 of the order process**.

* denotes required information

Below, you will be asked to enter your name. When doing so, please make sure to:

- Enter your first, middle, and last name separately
- Enter your legally given name only (the name that appears on your birth certificate or other official documentation). Nicknames or shortened names may cause errors and delays when processing your background check.

**Your First Name**

<table>
<thead>
<tr>
<th>First Name</th>
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</table>

**Your Middle Name**

<table>
<thead>
<tr>
<th>Middle Name</th>
</tr>
</thead>
</table>

- [ ] I don't have a middle name

**Your Last Name**

<table>
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<tr>
<th>Last Name</th>
</tr>
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</table>

**Your Suffix**

<table>
<thead>
<tr>
<th>Suffix</th>
</tr>
</thead>
</table>

**Your Date of Birth**

<table>
<thead>
<tr>
<th>Month</th>
<th>Day</th>
<th>Year</th>
</tr>
</thead>
</table>

**Your Social Security Number**

**SOCIAL SECURITY NUMBER IS OPTIONAL**

CHECK "NO SSN" TO PROCEED WITHOUT ENTERING YOUR SSN

- [ ] NO SSN

**Gender**

<table>
<thead>
<tr>
<th>Gender</th>
</tr>
</thead>
</table>

**Contact Information**

<table>
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<tr>
<th>Phone Number</th>
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</thead>
</table>

[Continue]
4 Easy Steps to Getting Verified

You, as a consumer, have a number of rights when it comes to your personal information and your background check report. FIRST is required by law to provide you with information regarding those rights and to gain your consent for a background check before allowing you to continue with your order. Please review and sign, by checking the boxes, to indicate your consent to begin the background check process and to acknowledge your rights under the Federal and applicable State Fair Credit Reporting Act(s).

Consent to Use of Electronic Records and Signatures
You have the opportunity to complete and sign documents, as well as receive notices and other documents related to your application and background check, in electronic rather than paper form. To agree to these uses of electronic documents and signatures, and to sign this document with the same effect as physically signing your name, click the “Sign” button at the bottom of this page after reviewing the information below.

In order to sign, complete and receive documents electronically you will need the following:

- A personal e-mail address

- I acknowledge receipt of the preceding Consumer Financial Protection Bureau’s “A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT.”

- I have read the disclosure regarding the Volunteer/Non-Paid Position Background Report provided by Verified Volunteers and this Authorization to Obtain Volunteer/Non-Paid Position Background Report. By my signature below, I hereby consent to the preparation by Verified Volunteers, a consumer reporting agency located at 113 South College Avenue, Fort Collins, CO 80524, 455-326-1960 Option 3, www.verifiedvolunteers.com, of a background report regarding me and the release of such reports to any organization I authorize, and its designated representatives, to assist the organization in making a volunteer/position decision involving me at any time after receipt of this Authorization and throughout my volunteerism/position. To the extent permitted by law, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle record agency, credit bureau or other information service bureau or data repository, to furnish any and all information regarding me to Verified Volunteers and/or the organization itself, and authorize Verified Volunteers to provide such information to the organization. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

- I understand that by typing my name where indicated below, I consent to the use of electronic records and signatures in the manner described above, and the electronic storage of such documents.

Your First Name

Your Last Name
4 Easy Steps to Getting Verified

Confirm your personal information is correct
Name: Lee Doucette
DOB: 11/12/1985
Phone: 1035022151
Email: ridoucette@gmail.com

☐ The information above is correct.
[Go Back & Edit]

Please consider helping FIRST® cover the cost of your background check.
The cost to FIRST for screening is $8.00 per person. Please consider contributing some or all of the cost. Any and all donations are truly appreciated. Please check with your tax advisor as any contribution you make may be tax deductible.
☐ I will pay $ ........................ to cover FIRST's cost of the order.
☐ Not at this time

Sign up for the Fast-Pass
☐ Yes! I would like to purchase the Fast-Pass for $1.99.
☐ No thank you.

FAST PASS NOT REQUIRED

What’s a Fast-Pass?
Who can I share my Fast-Pass with? Take a peek

Your Background Check Order # 1405186

<table>
<thead>
<tr>
<th>Item</th>
<th>Source Fee</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level II: Advanced Criminal History Record Locator Search</td>
<td>Included</td>
<td>Included</td>
</tr>
<tr>
<td>Government Watch List Search (OFAC)</td>
<td>Included</td>
<td>Included</td>
</tr>
<tr>
<td>DOI Sex Offender</td>
<td>Included</td>
<td>Included</td>
</tr>
<tr>
<td>State Criminal Search - CT</td>
<td>Included</td>
<td>Included</td>
</tr>
</tbody>
</table>

Total cost of Background Check
Amount Payed by FIRST
Donation
Sub-Total: $0.00
Tax: $0.00
Amount paid by me: $0.00

[Submit Order]
You will receive an email from TheAdvocates@VerifiedVolunteers.com stating that your order was received.

You will receive a second email when your order is complete. That email will contain a link to the login screen at Verified Volunteers where you may review your report.

Canada Screening Process via myBackCheck

After applying to an event and going through the prompts, Canadian Residents will be redirected to the Canadian screening company’s website: myBackCheck.com.

For more information or find out how to Verify your Identity in person, please refer myBackCheck.com training video: http://vimeo.com/30137373.

If you need assistance at any point within the myBackCheck website, please contact:

877-455-6730 or support@mybackcheck.com

- You will be redirected to myBackCheck.com when you choose “Go to Screening Website” after applying to an event or by clicking “I Agree to Screening” upon logging into VIMS
- Check the Inbox to see if you have any invitations for screening.
- Click on the invitation to be screened for FIRST.
- Click “Accept & Continue”.

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How do I know what my Screening Status is?

Screening status can be accessed under your profile on the top right of the Dashboard.