

JANUARY 1, 2025

BACKGROUND CHECK POLICY

OF

UNITED STATES FIELD HOCKEY ASSOCIATION, INC.

1. Purpose

USA Field Hockey is committed to the safety of athletes and participants involved in sport. **USA Field Hockey** requires background checks in order to (a) foster a safe environment at all competition and training environments sanctioned and/or overseen by USA Field Hockey; (b) create a safe living, training, and competition environment for athletes and other individuals associated with **USA Field Hockey**; and (c) protect persons at risk, including, but not limited to, minors and vulnerable adults.

This policy sets forth the USA Field Hockey's background check standards and outlines the guidelines for the use of background checks to determine eligibility for USA Field Hockey membership and for participation in USA Field Hockey programs and services.

2. Applicability of Policy

The requirements of this policy apply to all individuals that are 18 years of age or older in the following categories ("Applicable Individuals"):

- A) all USA Field Hockey employees and individuals that USA Field Hockey formally authorizes, approves or appoints to (a) serve in a position of authority over or (b) have regular contact with athletes. This shall include, but is not limited to:
 - staff,
 - officials,
 - coaches,
 - board members,
 - coordinators,
 - local affiliated administrator/directors,
 - trainers,
 - independent contractors,
 - volunteers,
 - medical personnel, and
 - other individuals authorized or nominated by USA Field Hockey to work with athletes or other participants while at an USA Field Hockey Training Site or competition event to which USA Field Hockey sends athletes;
- B) All assistants or personal care assistants who are funded by USA Field Hockey, have a contractual obligation with USA Field Hockey, are credentialed by USA Field Hockey, or otherwise have regular contact with USA Field Hockey athletes;
- C) All athletes and alternates, training partners, and guides 18 years of age or older who are selected by USA Field Hockey to participate on national or international teams or Delegation Events.
- D) All athletes and alternates, training partners, and guides 18 years of age or older that are selected by USA Field Hockey to train at any Olympic & Paralympic Training Center, USOPC High Performance Training Center, or USA Field Hockey Training Site; and
- E) Any other individuals who have regular contact with athletes as determined by USA Field Hockey.

Each USA Field Hockey Training Site shall require criminal background checks in compliance with the background search components, for those individuals it formally authorizes, approves or

appoints (a) to serve in a position of authority over athletes, or (b) to have regular contact with athletes.

Individuals affiliated with the media, who are authorized or credentialed by USA Field Hockey to access a Training Site or attend a competition run by USA Field Hockey are required to undergo a criminal background check if they have unsupervised one-on-one interactions with athletes.

USA Field Hockey's contracts with third-party vendors or contractors that are in a position of authority over or in regular contact with athletes will include the background check requirements set forth in this policy. The contracts shall also specify that certification must be provided by the vendor or contractor upon request by USA Field Hockey to establish that the mandated background checks were conducted.

When partnering with the USOPC, another NGB, or any community organizations (*i.e.*, YMCA, Boys and Girls Club) for events, USA Field Hockey shall ensure that the partnership agreement includes language regarding background check requirements. The agreements shall also specify that certification must be provided by the partner organization upon request to establish that the mandated background checks were conducted, and USA Field Hockey will validate background check completion using such certification.

Note: Applicability of this policy does not supersede or replace applicability to USOPC Background Check requirements or state law. Some members of USA Field Hockey may be subject to this policy that are not subject to the USOPC policy and vice versa.

3. Background Check Requirements

No Applicable Individual may be a member of USA Field Hockey or have contact with athletes if they do not pass the applicable background check.

A background check shall be conducted prior to the commencement of a new role or competition for all Applicable Individuals and shall be completed no less than every two (2) years thereafter with supplemental background checks in the off-years.

Background checks may be conducted more frequently as part of routine background check updates and/or if a permissible purpose (as defined by state law) has been determined.

4. Background Check Search Requirements

The following search requirements will be used for any background check called for in this policy:

- A. Social Security Number validation;¹
- B. Name and address history records;
- C. Two independent Multi-Jurisdictional Criminal Database searches covering 50 states plus DC, Guam, and Puerto Rico;
- D. Federal District Courts search for each name used and district where the individual currently lives or has lived during the past seven years, going back the length of time records are available and reportable;

¹ Or suitable alternative identification verification process as determined by the background check vendor.

- E. County Criminal Records for each name used and county where the individual currently lives or has lived during the past seven years, going back the length of time records are available and reportable for each county searched;
- F. National Sex Offender Registry database search of all available states, plus DC, Guam, and Puerto Rico;
- G. Multiple National Watch Lists;
- H. SafeSport Disciplinary Records;²
- I. Comprehensive International Records search for persons who have lived outside of the United States for six consecutive months in any one country, during the past seven years;³
- J. Motor Vehicle Records of at least a 3-year history in the state of licensure; (if driving is required for position);

Supplemental Background Checks. All supplemental off-year background check screens will be conducted using at least the following search components:

- A. Multi-Jurisdictional criminal database covering 50 states plus DC, Guam, and Puerto Rico
- B. Sex Offender Registry database searches of all available states, plus DC, Guam, and Puerto Rico; and
- C. SafeSport Disciplinary Records

5. Flagged Offenses

Any results that meet the criteria set below will be reported to the Director of Membership, Safe Sport, and Governance.

("Red Light" Finding):

- A. Any felony;⁴ and
- B. Any misdemeanor involving:
 - i. All sexual crimes, criminal offenses of a sexual nature to include but not limited to; rape, child molestation, sexual battery, lewd conduct, possession and distribution of child pornography, possession and distribution of obscene material, prostitution, indecent exposure, public indecency, and any sex offender registrant;⁵
 - ii. Any drug related offenses;

² Until the process is automated, this component will not be audited.

³ International record checks vary from country to country. The background check vendor will provide comparable search components depending on the laws of that specific country.

⁴ For purposes of this policy, the term "felony" shall refer to any criminal offense punishable by imprisonment for more than one year.

⁵ Any individual that has been convicted of, received an imposition of a deferred sentence for, or any plea of guilty or no contest for any sexual crime, criminal offense of a sexual nature, and/or is a sex offender registrant must be reported to the U.S. Center for SafeSport.

- iii. Harm to a minor or vulnerable person, including, but not limited to, offenses such as child abandonment, child endangerment/neglect/abuse, contributing to the delinquency of a minor, and DUI with a minor;
- iv. Violence against a person, force, or threat of force (including crimes involving deadly weapons and domestic violence);
- v. Stalking, harassment, blackmail, violation of a protection order, and/or threats;
- vi. Destruction of property, including arson, vandalism, and criminal mischief; and
- vii. Animal abuse, cruelty, or neglect.

Any person's participation in a USOPC event or competition will be subject to appropriate USOPC background checks and potentially to a USOPC secondary review of previously completed USA Field Hockey background checks.

Offense Preliminary Review

In the event of "Red Light" finding, the CEO, with support from the Director of Membership, Safe Sport and Governance, shall make a preliminary ruling on the disqualification or conditional status of membership or participation in USA Field Hockey activities. Should the finding involve the CEO or if the CEO is conflicted, in keeping with the Conflict of Interest Policy, the Judicial and Ethics Committee shall act in their place.

The CEO's determination in relation to a background check finding includes, but is not limited to:

- a. Disqualification for membership;
- b. Probationary status for membership;
- c. Restrictions on membership, including, but not limited to:
 - a. Prohibition from driving vehicles (including privately owned) while conducting any membership role; and
 - b. Prohibition from being a signing officer for USA Field Hockey or a member non-profit organization and/or having financial oversight, including cash handling.

Review of Preliminary Ruling

Individuals may request a hearing before a hearing panel assembled by the Judicial and Ethics Committee to contest the preliminary ruling, including the disqualification from membership as a result of a "Red Light" finding. Any such hearing would be in keeping with the Grievance Procedure.

An applicant may also dispute the accuracy of the reported information with NCSI.

6. Limitations on Action

Screening Reviews Conducted in Relation to Nominations

In addition to reviews above, the results of a pre-appointment review of a candidate for a governance position may be considered by the [Nominations and Governance Committee] at their discretion. The [Committee] may not reduce, limit or constrain any of the requirements in this policy.

CEO Discretion in Requiring Background Checks

The CEO (or the Board in a situation where the CEO is involved or conflicted) may require background check requirements beyond those mandated in this policy at their discretion and in conformance with state or federal law.

The CEO may not reduce, limit or constrain any of the requirements in this policy.