

# US SPEEDSKATING

## BACKGROUND SCREENING POLICY

Criminal Background Screenings are required for all US Speedskating employees and US Speedskating formally authorized, approved or appointed to (a) serve in a position of authority over or (b) have regular contact with athletes. This shall include, but is not limited to, US Speedskating staff, officials, coaches, USS board members, coordinators, trainers, independent contractors, volunteers,<sup>1</sup> medical personnel, and other individuals authorized or nominated by US Speedskating to work with athletes or other sport participants while at a US Speedskating Training Site<sup>2</sup> or competition event to US Speedskating sends athletes. The Background Screening Policy, also, applies to all athletes and alternates, training partners, and guides 18 years of age or older who are selected by a RSO to participate in national or international team, or Delegation Events; and all athlete and alternates, training partners, and guides 18 years of age or older that are selected by a RSO to train at any Olympic & Paralympic Training Center, USOPC High Performance Training Center, or Responsible Sport Organization Training Site.

A background check will be done prior the commencement of a new role or competition for all applicable individuals. At a minimum, full background checks will be conducted on all applicable individuals every two years using the background check search components. A supplemental, partial background check will be conducted in the off-years.

**All of the above members are subject to the following criminal background screening conducted by the National Center for Safety Initiatives (NCSI), the background screening provider used by US Speedskating:**

1. National database search for criminal convictions including sexual offender search in all states, social security trace and identity verification, and a search of other watch lists from various national and international databases.
2. County Criminal Search in county of current residence. Name provided and all AKA's (other names used) will be searched.
3. County Criminal Search in all counties of residence. Name provided and all AKA's (other names used) will be searched.

### **USS Criminal Background Screening Disqualification Criteria and Appeals Process**

**Any results that meet the criteria set below will be reported to the US Speedskating National Office.**

1. Automatic Disqualifiers: An individual will be disqualified from US Speedskating membership if such individual has been convicted of, received an imposition of a deferred sentence for, or for any plea of guilty or no contest at any time, or the existence of any pending charges for any crime involving:
  - A. Any felony involving:
    - i. Violence against a person;
    - ii. Violent crimes involving weapons (including armed robbery and aggravated assault with a weapon);
    - iii. Abuse of alcohol;
    - iv. Animal abuse or animal neglect.
  - B. Any felony or misdemeanor involving:
    - i. All sexual crimes, criminal offenses of a sexual nature including, 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. (excluding only those potential disqualifiers provided below);
    - ii. Other drug related crimes including drug distribution, intent to distribute, manufacturing, trafficking, or sale.
    - iii. Harm to a minor and vulnerable person, including but not limited to, offenses such as child

<sup>1</sup> This policy may not apply to volunteers and others who only have incidental and observable contact with athletes at events.

<sup>2</sup> The term "US Speedskating Training Site" refers to any facility/location that is owned, managed, or operated by US Speedskating and used by US Speedskating or its athletes for competitions and/or training, recovery, or coaching purposes

## USSPEEDSKATING

abandonment, child endangerment/neglect/abuse, contributing to the delinquency of a minor, and DUI with a minor.

- C. Individuals subject to disqualification under Automatic Disqualifiers may dispute the accuracy of the reported information with the National Center for Safety Initiatives, but not the consequence of the disqualification if the above criteria are met.
2. Potential Disqualifiers: An individual will be subject to review for disqualification from US Speedskating membership if such individual has been convicted of, received an imposition of a deferred sentence for, or for any plea of guilty or no contest at any time, or the existence of any pending charges at any time of any crime involving:
    - A. Other Felonies not included in Automatic Disqualifiers above:
    - B. Other Misdemeanors for:
      - i. Violence against a person (including crimes involving firearms and domestic violence);
      - ii. Drug use or possession;
      - iii. Abuse of alcohol
      - iv. Stalking or harassment, blackmail, violation of a protection order and/or threats;
      - v. Destruction of property, including arson, vandalism, and criminal mischief;
      - vi. Animal abuse or neglect
    - C. Individuals subject to review under Potential Disqualifiers may request a hearing before the US Speedskating Safesport Task Force to contest the consequence of disqualification. An applicant may also dispute the accuracy of the reported information with the National Center for Safety Initiatives

Should the USS Safesport Task Force determine a member to be disqualified after further review, the disqualified individual may file a complaint in accordance with the USS Bylaws Article 14.

### **USOPC's Security & Athlete Safety Office**

USS will notify the USOPC's Security & Athlete Safety Office of any allegation of prohibited conduct that occurred at an Olympic & Paralympic Training Center (OPTC) or USOPC Delegation Event and any temporary measure(s) imposed.

USS will notify the USOPC's Security & Athlete Safety Office of any temporary measure(s) (imposed or removed) affecting Participants who might or will be attending a Delegation event, have access to an OPTC, or receive a benefit and/or service from the USOPC.

USSPEEDSKATING  
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**BACKGROUND SCREENING**  
**FREQUENTLY ASKED QUESTIONS**

**1) Why does US Speedskating have a Background Screening Program?**

Criminal background screenings are a standard practice in the sports industry requiring not only coaches but also requiring officials and others who have authority and direct interaction with athletes to complete background screenings. Like previously mandated US Speedskating safety and education requirements, the background screening program is another layer of protection for athletes in our sport.

It is important to emphasize that the purpose of the background screening is to determine an individual's eligibility to play an authoritative role in US Speedskating based on the criteria stated in the USS Background Screening Policy. This screening is not intended to serve as a pre-employment background screening program. The background screening process is a criminal record search and is not a substitute for a club conducting appropriate pre-employment screening of applicants. It is a club's responsibility to screen potential employees. Clubs should carefully check references and prior employers, and consider requiring additional information before making a hiring decision.

**2) Who is required to complete the background screening?**

All individuals required to satisfactorily complete the US Speedskating background screening process are listed in the USS Background Screening Policy. This includes coaches, officials, employees and contractors of US Speedskating who have authority over and interact directly with athletes as a regular part of their duties.

**3) Who decides which other speedskating volunteers and/or speedskating employees need to complete a background screening outside the USS required list?**

USS recommends training programs and clubs that are not USS sanctioned require background screenings for all individuals coaching athletes or any individuals who have authority and direct interaction with athletes within their program.

**4) Who will be performing the background screenings?**

USS has selected the National Center for Safety Initiatives, an independent Consumer Reporting Agency, to perform background screenings for US Speedskating members. All information received shall be kept private and protected according to federal regulations.

**5) How do I signup for a background screening?**

1. Visit <http://www.ncsisafe.com>
2. At bottom of page you will find "Start your background screening now"
3. Enter the USS self-registration number **82331291**
4. Enter your information as requested
5. Provide legal authorization and certification

**6) New York County Record Search Fees**

Due to the unusually high access fees in certain counties of New York State, some members may be subject to an additional fee for county criminal record searches conducted in these counties. The counties that charge this

## USSPEEDSKATING

fee are: Allegany, Bronx, Cayuga, Cortland, Erie, Fulton, Hamilton, Kings (Brooklyn), Montgomery, Nassau, New York (Manhattan), Orleans, Queens, Richmond (Staten Island). Any member that has been associated with an address in one of these counties is subject to an additional \$65 fee per name for county criminal record searches (this is the actual fee charged for the search).

The National Center for Safety Initiatives will conduct county searches in these counties for the name provided, alternate last names (like maiden names) or alternate first names, or nicknames if applicable. The search will not include middle names or middle initials. The National Center for Safety Initiatives will search alternate first names (Chuck vs. Charles, Peggy vs. Margaret) but will not search obvious shortened names (Jen vs. Jennifer, Dan vs. Daniel).

### 7) What if I already have a current valid background screening through my employer?

As long as your current background screening is through the National Center for Safety Initiatives and covers the same criminal background information as defined in the USS Background Screening Policy, USS can evaluate your background screening on a case-by-case basis.

### 8) When does my background screening expire?

Background screenings conducted by the National Center for Safety Initiatives are valid for 24 months from the time your background screening is approved. 90 days and 45 days prior to your expiration date, you will receive an automated email from the USS Membership Database that your background screening will be expiring soon.

### 9) With the current concerns about privacy and identity theft, why do we use social security numbers?

Background screenings based on name, date of birth, address history and social security number are standard throughout the background screening industry. These are the key identifiers used to search national databases and county criminal records. The National Center for Safety Initiatives, our background screening provider, must follow federal regulations to manage and protect this information. The National Center for Safety Initiatives will not share your SSN with US Speedskating.

### 10) What information will I be asked to provide?

You will be asked to provide the following information to the National Center for Safety Initiatives:

#### Required Information

First and Last Name  
History of Recent Addresses  
Current City, State, and Zip Code  
Date of Birth  
Social Security Number  
Email Address

#### Other Information Requested

Middle Name  
Maiden Name  
Phone Number

US Speedskating's service agreement with the National Center for Safety Initiatives does not permit this information to be shared with any other entity.

### 11) Can I only do a background screening online?

Everyone subject to the USS background screening requirement must go online to the National Center for Safety Initiatives website to initiate and perform a background screening.

**12) What offenses does the background screening look for?**

For information regarding the components of the background screening and the criteria by which the background screening report will be evaluated please see the USS Background Screening Policy.

**13) How will I be notified of the background screening results? How long will it take?**

You will receive the results of the background screening by email within 10 business days.

**14) What should I do if my background screening returns inaccurate criminal information?**

Please contact the National Center for Safety Initiatives directly by email at [www.ncissafe.com](http://www.ncissafe.com) or by phone at (866) 833-7100.

**15) If I am disqualified due to my background screening, may I appeal for reinstatement?**

Yes. If you feel your membership should be reinstated, you have the ability to request further review by the USS Safesport Task Force for consideration.