



TRUSTED
COACHES®

Trusted Coaches

Background Check Policy and Disclaimer

Trusted Coaches (TC) is a nonprofit membership organization dedicated to educating coaches on best practices in youth sports. The TC program includes screening for coaches who might present a threat or do harm to children and TC reserves the irrevocable right to exclude coaches from membership based on criteria listed below. TC performs a criminal record check based on national criminal records. TC does not perform a credit report for financial information, such as bankruptcies or assets and liabilities; or verify employment or education claims.

Trusted Coaches is NOT an employer of youth sports coaches!

Persons who apply to become a member of *Trusted Coaches* may not have engaged in any action which, within the discretion of the *Trusted Coaches* Review Board or their representative or member association, gives rise to a concern over the safety of minors or others involved in *Trusted Coaches* sponsored programs. If a national background screen indicates that the applicant cannot satisfactorily qualify as a youth coach or otherwise is inconsistent with the *Trusted Coaches*' responsibilities, policies and procedures to its member associations, the participants, or the parents of participants, the candidate will not be allowed to become a member of Trusted Coaches.

All coaches who apply to become a member of *Trusted Coaches* are required to submit a criminal background check. Nationwide criminal background checks will be conducted on all applicants prior to completing their registration. This background check will verify the applicant's social security number and address history, and check their criminal conviction history.

Trusted Coaches has the sole discretion to deny membership to potential coaches that may pose a threat to vulnerable subjects, such as children.

Applicants may enter an Adverse Action period when the following results are returned:

- Applicants that have been **CONVICTED** of felony level offense.
- Applicants that have been **CHARGED** of a felony level offense but convicted of a lesser charge (reckless misconduct, misdemeanor, or gross misdemeanor) UNLESS the charges were completely dismissed.
- Applicants with **MULTIPLE** violent criminal offenses (minimum of three) regardless of offense level.

Coaches that have been put into an adverse action period will be *required* to supply additional **LEGAL** documentation in order to appeal the Trusted Coaches Review Board's decisions. See below for more information.

Crimes of all levels (reckless misconduct, misdemeanor, gross misdemeanor and felonies) will be considered when screening a coach applicant. Felony convictions lead to automatic denial of membership (barring a successful appeal).

Trusted Coaches screens coach applicants for the following crimes including but not limited to:

a) a minor

Screening includes but is not limited to crimes such as:

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|---|---|
| <i>Indecent solicitation of a child</i> | <i>Abandon/Endanger of a child</i> |
| <i>Sexual abuse of a child</i> | <i>Child molestation</i> |
| <i>Child abuse</i> | <i>Furnishing alcohol to a minor</i> |
| <i>Sexual conduct with a minor</i> | <i>Aggravated sexual abuse/assault of a child</i> |
| <i>Indecency with a child</i> | <i>Kidnapping</i> |

b) the use, possession, or sale of a controlled substance

Screening includes but is not limited to crimes such as:

- | | |
|---|---|
| <i>Possession</i> | <i>Possession with intent to distribute</i> |
| <i>Trafficking</i> | <i>Possession of drug paraphernalia</i> |
| <i>Drug Manufacturing and Cultivation</i> | |

c) the use or threatened use of violence against a person or property

Screening includes but is not limited to crimes such as:

- | | |
|--------------------------------|---|
| <i>Murder</i> | <i>Theft/Burglary/Armed Robbery/Larceny</i> |
| <i>Breaking & Entering</i> | <i>Assault (Simple and Aggravated)</i> |

Disorderly conduct

False Imprisonment

Escape from penitentiary

Domestic violence/abuse

Manslaughter

Harassment

d) a sexual offense

Screening includes but is not limited to crimes such as:

Prostitution

Rape

Sexual Assault

Solicitation

Indecent Exposure

Statutory Rape

Child Pornography

Pimping and Pandering

e) gambling

Any previous felony convictions meeting the above criteria shall result in the denial of membership.

Denial of Membership Process and Procedure

Upon receipt of information that indicates that an applicant will be denied membership, a pre-adverse action letter will be sent to the applicant, along with a copy of the screening report. The applicant will have 15 calendar days in which to appeal any information that is inaccurate or incomplete. After 15 calendar days the information will be deemed to be accurate and a final decision will be made as to whether or not the application will gain access as a member of the **Trusted Coaches**. If necessary, the **Trusted Coaches Review Board and the Member Association** will review the appeal together to determine if there exists a circumstance justifying such a waiver or modification to allow the applicant to become a member of **Trusted Coaches**. If the applicant fails in the appeal, the adverse action letter will be sent, notifying the applicant that their request to become a **Trusted Coaches** member has been denied. At this time, the applicant's member association will be notified that that applicant has officially failed the background check.

Trusted Coaches Appeal Criteria

Candidates that have a felony conviction over SEVEN (7) years old will be allowed to appeal their Trusted Coaches membership denial if the crimes DO NOT fall within the following categories:

- Felony convictions that are sexual in nature
- Domestic abuse convictions
- Crimes against children
- Any crime resulting the Loss of Life

Disclaimer

A Summary of Your Rights under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to <http://www.consumerfinance.gov/learnmore/> or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20006.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment - or to take another adverse action against you - must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies.

See <http://www.consumerfinance.gov/learnmore/> for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See <http://www.consumerfinance.gov/learnmore/> for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within thirty days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative financial or credit information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than ten years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need - usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to <http://www.consumerfinance.gov/learnmore/>
- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited, "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5678688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit <http://www.consumerfinance.gov/learnmore/>

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