

COMPLETE SAFESPORT COMPLIANCE (VOLUNTEERS AND NONMEMBERS)

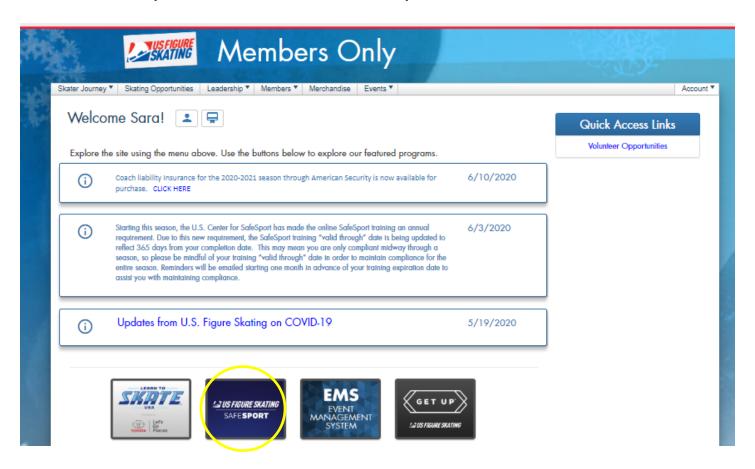
If you are not a member, please click <u>here</u> for instructions on how to sign up for a free nonmember account before proceeding. You must have a member number and password in order to complete SafeSport compliance through U.S. Figure Skating.

Please check with the LOC or club you are volunteering for as certain volunteer positions are required to complete both the SafeSport training and background screen.

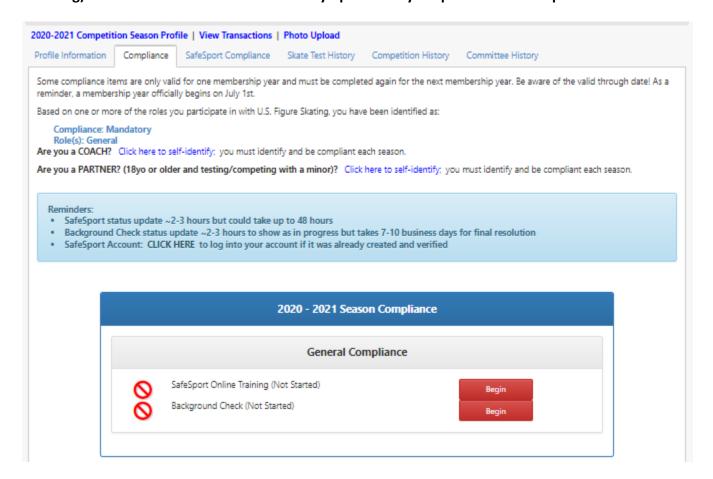
- 1. Click here or copy and paste this address into your web browser to be directed to U.S. Figure Skating's Members Only website: https://www.usfsaonline.org/.
- 2. Enter your Member Number and Password, then click "Login".



3. Click the blue SafeSport icon to be directed to the compliance tab.



4. Click the red "Begin" button next to the training and the background check. Each will redirect you to the applicable website (NCSI for background checks and the U.S. Center for SafeSport's website for their training). These records will be automatically updated in your profile once complete.



Successful completion of a requirement will be denoted by a green check mark with a "valid through" date.



SAFESPORT ONLINE TRAINING:

- Renewal: Annual. Training is valid for 365 days from date of completion.
- Training Cycle: Yr. 1: SafeSport Trained, Yr. 2: Refresher 1, Yr. 3: Refresher 2, Yr. 4: Refresher 3; etc.
- Results Submitted: Automatically reflected in member profile within 48 hours of successful completion.
- Cost: Free for U.S. Figure Skating members and nonmember volunteers
- Time: The core SafeSport Trained course consists of three, 30-minute courses that include pre- and post-quizzes. Upon completion, you'll received a SafeSport Trained certificate. Refresher courses are approximately 30 minutes long. You will not have the option to complete a Refresher course until you complete the SafeSport Trained course. Only one training per year is required.

BACKGROUND CHECK

- Renewal: Every other season
- Results Submitted: Automatically reflected on a member profile upon finding by NCSI.
- Cost: \$30, to be paid every other season. Additionally, due to the more rigorous search requirements mandated by the USOPC's new background policy, anyone who has lived in another country for six months or more in the past seven years will require an international screen for every country of residence in that time period. International background screening costs are \$75 for a Canadian screening and \$150 for other countries.
- Materials Needed:
 - o A digital copy of your valid driver's license, state ID or current passport ready to upload.
 - o A list of your physical residences for the previous 7 years
 - o A credit card to submit payment for the background check
- Time: Allow approximately 10 minutes to complete a domestic background screen. NCSI Processing time is 3-10 business days for domestic processing. If you are in a situation where an international screen is needed, please expect additional paperwork to be required and allow 2-4 weeks for screening to be completed. NCSI will contact you directly with instructions on this process should an international search be required.