



## **RCA Coach Background Screening**

Rowing Canada Aviron (RCA) understands that screening personnel and volunteers is a vital part of providing a safe sporting environment and has become a common practice among sport organizations that provide programs and services to the community.

All active coaches of member organizations need to register in the role of coach within the RCA Web Registration System. As of **March 31<sup>st</sup>, 2020**, all coaches will need to submit a completed Criminal Record Check (EPIC or CPIC) every 3 years and make a copy available to the member organization.

The RCA Web Registration System (WRS) is being updated so member organizations can confirm with RCA that these new requirements have been completed.

### Criminal Record Checks

When completing a Criminal Record Check (CRC), coaches can choose to submit to either an Enhanced Police Information Check (EPIC) or a Canadian Police Information Center (CPIC).

**CPIC-** Coaches may complete a CPIC at the Local Police Station or RCMP. CPIC is the database where RCMP store all Criminal Records for the country. That term is sometimes used to refer to a Standard Criminal Record Check

**EPIC** consists of two components:

**Criminal Record Check (CRC)** – a search of adult convictions held within the RCMP National Repository of Criminal Records.

**Local Police Information (LPI)** – searches of additional conviction and selected non-conviction information which may be relevant within both national and local police data sources.

RCA has partnered with Sterling Backcheck to ensure quick CRC turnaround at a reasonable cost of \$25 + tax, saving time and money for administration and coaches.  
<https://www.sterlingtalentsolutions.ca/landing-pages/r/rowing-canada-aviron/>

Member organizations have the option to set up an account with Sterling Backcheck and determine if the organization or coach will pay this fee. For further information and to set up an account please contact:

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[www.SterlingTalentSolutions.ca](http://www.SterlingTalentSolutions.ca)

If a member organization or RCA has confirmed the CRC is “Not Clear”, it is the responsibility of RCA to review and determine the next appropriate steps.

### Vulnerable Sector Screen

A Vulnerable Sector Screen (VSS) is required of all coaches working with junior athletes. A VSS only needs to only ever be completed once and then a CPIC or EPIC will be required when the next screening is due in 3 years. Any returning coaches with a Clear VSS in the past also are only required to obtain a CPIC or EPIC.

Individuals born after February 28, 1986, (presently coaches under 33), do not need to complete a VSS, even if they are working with minors. (The date of birth belonging to the youngest person with a pardoned sexual offence is February 28,1986.) Coaches under 33 still need to obtain a EPIC or CPIC.

Individuals may only obtain a VSS by visiting an RCMP office or police station, submitting two pieces of government-issued identification (one of which must have a photo), and completing any required paperwork. Fees may also be required. Fingerprinting may be required if there is a positive match with the individual’s gender and birth date.

For more information or guidance on Coach Screening procedures, please contact [Colleen Miller](#).