

Background Screening Instructions

We are utilizing SSCI, Background Screening Solutions. Personally identifiable information (PII) will not be shared, stored or maintained by the Department of Recreation and Parks. To initiate your background check, go to Carroll County's custom application online submitting portal:

https://ssci2000.secure-screening.net/escreening/OApp_LoginEntrance.asp?mode=direct&code=450500

All Spring Sports will need to be in compliance with CCRP background check policy. To determine who needs clearance:

Carefully consider whether the volunteer is responsible to the welfare or will have direct contact of children, or special populations.

1. Responsible for the welfare: means that the volunteer is acting in lieu of or on behalf of a parent.

Yes= Background Check No= Consider #2

2. Have Direct Contact: means providing care, supervision, guidance, or are in control of participant.

Yes= Background Check No=Consider #3

3. Routine Interaction: Consider role of volunteer and based on that role; is the contact regular and ongoing and part of their responsibilities.

Yes=Background Check No= Clearance not required

Once the check has been initiated, please forward a photo to ccrec@ccg.carr.org.
Email subject line put: Freedom Rec background ID picture
In the body of the email: list your 1. full name and 2. Freedom Area Recreation Council.

This will allow us to create your photo volunteer ID. ID's will be returned to the Council for distribution.

Attached please find the Volunteer Background Check Procedures. I am hopeful this will makes the process clear and answer all questions. If you find information missing, or items need to be clarified, please let me know. This is a fluid document and may change as time goes by. Please share this form, and the above link, with program coordinators, coaches, etc.

We are counting on the Community Coordinators and Council Presidents to forward this information to programs that need to be in compliance. Again, all Spring sports volunteers required to have a check must be cleared prior to starting the season.

Thank you for your cooperation and keeping our kids safe.

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