



VOLLEYBALLBC

## PERSONS IN AUTHORITY SCREENING CHECK 2023-2024

### WHO IS A PERSON IN AUTHORITY?

The following Volleyball BC Membership Categories require the Persons In Authority Check:

- Club Executive / Club Board Member
- Club Staff who register with VBC and any staff listed on a roster for a VBC tournament
- Competitive Coach / Team Staff
- Recreational Coach
- Referee – all levels
- Other Club Personnel / Volunteer - *\*NEW\* This category should be used to register any club staff or volunteers involved (in an official capacity) with the organisation of volleyball programs who are not specifically named elsewhere. \$0 to register but individuals must complete all other requirements.*
- Volleyball BC Board, Staff and Contractors

### WHAT IS THE PERSON IN AUTHORITY CHECK?

All membership categories that are subject to the Person in Authority Check must complete the following in order to be approved as a member in good standing with Volleyball BC and Volleyball Canada:

- Sterling Background Check** (\$25) – valid for 3 years
- Screening Disclosure Form** (FREE) – completed annually
- Completion of [CAC Safe Sport Module](#)** (FREE) – valid until a new course is created.

### HOW DO I COMPLETE THE PERSON IN AUTHORITY CHECK?

- Sterling Background Check** – Connect with your club’s Screening Contact to be invited to create an account with Sterling Solutions MyBackCheck and to have your results automatically shared with your club and Volleyball BC.
- Screening Disclosure Form** – This will be completed when you register as a member with VBC.
- CAC Safe Sport Module** – This is completed through [The Locker](#) on the Coaching Association of Canada website. **You must enter your NCCP number (from the Coaching Association of Canada) when you complete the Volleyball BC registration form in SportLomo so that we can verify you have completed this.**

### ADDITIONAL INFORMATION ABOUT REGISTRATION, SCREENING, AND INSURANCE

- **\*NEW\* for 2023-2024:** when an individual purchases their VC/VBC membership for a membership role requiring Person-In Authority checks, they will be placed in a “pending” state until their PIA requirements are verified as completed. At that point their membership status will change to “approved” and only then will they be able to engage in volleyball activities. **Persons In Authority are not covered by Volleyball BC insurance and may not participate in volleyball activities until they have completed the PIA check and their status has been changed to “approved”.**
- Persons In Authority screening requirements are mandatory. No exceptions will be made.
- All registration and screening of **Club Executive, Board and/or key staff** must be complete for the Club **to be considered In Good Standing and before tryouts begin.** All registration and screening must be

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completed by **Coaches, Managers and Team Staff** by December 31, 2023 or by the first practice if the team is formed after this date. Volleyball BC will conduct checks after December 31, 2023 and any individual without a completed PIA will result in a fine.

- Volleyball BC will continue to periodically conduct checks throughout the season. Any Persons In Authority without the appropriate screening checks completed will result in a fine levied on the Club and individuals will be advised that they cannot train or be on court with their team until they have completed the screening.

#### **ADDITIONAL RECOMMENDED BEST PRACTICE**

- Review [Volleyball BC's Screening Policy](#) for information about screening requirements for different roles.  
Develop and adopt a Club Screening Policy that outlines requirements for your club.  
Identify any other roles within the Club that require screening and training.
- Review Volleyball BC's Safe Sport Checklist for other safety measures.

**Contact: [members@volleyballbc.org](mailto:members@volleyballbc.org) if you have any questions.**