



Member, United States  
Olympic & Paralympic Committee

# PARALYMPIC OPERATIONS DEPARTMENT

Background Check Policy

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## Purpose

The Paralympic Operations Department (POD) is committed to the safety of athletes and participants involved in sport. The POD requires background checks in order to (a) foster a safe environment at POD sanctioned events, camps and clinics (Designated Events), (b) create a safe living, training, and competition environment for athletes and other individuals associated with the POD; and (c) protect persons at risk, including, but not limited to, minors and vulnerable adults.

This policy sets forth the standards the POD has incorporated into its background check policy and outlines the guidelines for the use of background checks for Designated Events, and for interactions with the media, third-party contractors and partner programs.

## Policy Statement

### I. Application

This policy applies to:

- A. All POD staff, coaches, independent contractors, volunteers, Council members, committee and task force members, individuals placed with the POD as part of an academic program (including, but not limited to, interns, externs, fellows and clinical students) and other individuals authorized or credentialed by the POD to work with athletes or other sport participants while at a Designated Event the POD sends athletes.
- B. All individuals that the POD formally authorizes, approves or appoints to (a) serve in a position of authority over or (b) have regular contact with athletes. This shall include, but is not limited to, POD staff, officials, coaches, Council members, coordinators, trainers, independent contractors, volunteers, and medical personnel.
- C. All athletes and alternates, training partners, and guides 18 years of age or older that are selected to participate in the Designated Events. Individuals referenced in this subsection shall have 45 days after reaching the age of majority (18 years of age), to come into compliance with this background check policy.
- D. Individuals authorized by the POD who have regular contact with athletes at Designated Events operational sites.
- E. Other individuals who have regular contact with athletes as determined by the PODs, in its sole discretion.

### II. Timeframe

- A. Full background checks will be completed prior to the commencement of a new role or participation at a Designated Event for all applicable individuals.
- B. At a minimum, full background checks will be conducted on all applicable individuals every two (2) years using at least the background check search components referenced in Section III.A of the Background Check Procedures.
- C. A supplemental, partial, background check will be conducted in the off-years using at least the background check search components referenced in Section III.B of the Background Check Procedures.

### III. Media

Individuals affiliated with the media, who are authorized or credentialed by the POD to access a Designated Event; are not required to undergo a criminal

background check unless they have unsupervised one-on-one interactions with athletes.

#### IV. Third-Party Vendors/Contractors

Contracts with third-party vendors/contractors that are (a) in a position of authority over or (b) in regular contact with athletes must include the background check requirements set forth in this policy. The contracts shall also specify that certification must be provided by the vendor/contractor upon request by the POD, to establish that the mandated background checks were conducted in accordance with the POD Background Check Procedures and this policy.

#### V. Partner Programs

When partnering with community/membership organizations for events, the POD shall ensure that the partnership agreement includes language regarding background check requirements. The agreements shall also specify that certification must be provided by the community/membership organization upon request by the POD, to establish that the mandated background checks were conducted in accordance with the POD Background Check Procedures and this policy.

#### VI. Background Check Report Review

- A. **Primary Review of POD-Initiated Background Checks:** The Background Check Procedures list the criminal offenses (Section IV.B) and driving related information (Section V.A.) that will result in the flagging of an individual's background check report. All flagged reports shall be reviewed by the POD and are subject to the POD's, code of conduct, policies and procedures to determine if and to what degree the individual will be: (a) affiliated with the POD, (b) granted access to a POD Designated Events, (c) permitted to participate in a Designated Event, or (d) granted driving privileges in accordance with the Background Check Policy and Procedures.
- B. **Secondary Review of Responsible Community/Membership Organization Determinations:** Section VII.C of the Background Check Procedures lists the criminal offenses that may trigger a secondary review by the POD. A secondary review is only required when a decision by a community/membership organization would allow an individual not otherwise covered by this policy to participate in a Designated Event, despite being flagged by the background check screen for one of the crimes referenced in Section VII.C of the Background Check Procedures. In such an event, the flagged background check report and resulting community/membership organization decision will be forwarded to the POD for review and be subject to the POD's policies and procedures to determine if and to what degree the individual will be: (a) affiliated with the POD, (b) granted access to or allowed to participate in a Designated Event.