

## **Risk Management Process Live Scan & Background Check**

“Risk Management” refers to the live scan and background check process that every coach, assistant coach, team manager, league administrator, SBSC board member, and anyone else serving in an official capacity MUST complete to ensure the safety of our players. Coaches must complete this process, and Cal South must have received results, before the coach can begin practices. Cal South works with facilities offering Live Scan digital finger print scanning.

Live Scan digital submissions provide the quickest way to submit and process background checks through the Department of Justice. They also provide for seamless integration into the California DOJ subsequent arrest notification program, providing the following benefits:

- Administrators, coaches, etc. only have to be fingerprinted once for the lifetime of their involvement in Cal South Soccer.
- Through the California DOJ subsequent arrest notification program, Cal South has the ability to screen subsequent arrest activity & make decisions towards protecting the best interests
- Unfortunately, if you completed a live scan with another organization, the approval will not translate to Cal South. You will need to go through the process again.

SBSC’s website (under the Coaches tab) has a link to the Cal South live scan form you can bring to any live scan location.

The following link will also open a PDF version of the Cal South form.

<http://media.calsouth.com/data/Downloads/Referees/2015/Request-for-Live-Scan-Service.pdf?rev=8854>

SBSC hosts a live scanning service during Club Selection Night (typically held in July).

Many entities in the area offer live scan services. SBSC has a good relationship with Coastal Live Scan in Encinitas (144 W “D” Street).

There are many locations for completing live scan in San Diego County including UCSD. Additional sites are located in Encinitas, Carlsbad, Oceanside, San Marcos, Rancho Bernardo, Escondido, and San Diego. So chances are good there is a location close to your home or work; visit this link for a complete list of sites: <http://ag.ca.gov/fingerprints/publications/contact.htm>, (which are listed by county).

SBSC will also reimburse the cost.