



NATIONAL CENTER FOR SAFETY INITIATIVES

ATLANTIC AMATEUR HOCKEY ASSOCIATION PADRS Process for Registrants 9/4/2020

- All participants in and residents of Pennsylvania are required to complete the additional clearances for the State of Pennsylvania to participate with USA Hockey.

*ATTENTION PENNSYLVANIA REGISTRANTS

Do you live or will you work/volunteer on behalf of USA HOCKEY in Pennsylvania?

- No, I do not live in PA or work/volunteer for USA Hockey in PA
- Yes, I live in PA or work/volunteer for USA Hockey in PA.

By clicking 'Yes', you will be required to provide additional documents as mandated by the State of Pennsylvania for anyone having contact with children. You will be receiving an email from NCSI with further instructions on how to obtain and/or upload these documents. For more information, click [here](#).

- If they select “Yes, I live in PA or work/volunteer for USA Hockey in PA”, they will receive an email from DRS@ncsisafe.com titled **USA Hockey - PA Document Requirement** once they have completed the Criminal Background Screening portion.
- **Background Screens will remain pending with NCSI until the Pennsylvania clearances are completed and uploaded.**
- Sample email:

Thank you for completing your background screen application for USA Hockey with NCSI. In your application you indicated that you live or work/volunteer for USA Hockey in Pennsylvania. Therefore, USA Hockey has requested that you register to provide the additional clearance requirements mandated by the State of Pennsylvania for volunteers having contact with children. You can obtain information on which PA clearances you need to obtain and how to submit them to USA Hockey via the NCSI PA Document Repository Service by clicking the link below. This is a requirement of your USA Hockey screening process.

You can obtain your Pennsylvania clearances [here](#).

Once you have obtained these clearances, you will upload them [here](#).

Yours in Safety,

National Center for Safety Initiatives

- The 3 Required Pennsylvania clearances are
 - PA Child Abuse History Clearance
 - Report of Criminal History from PA State Police
 - Fingerprint Based Federal Criminal History (FBI)
 - A disclosure statement may be used as a substitute for the fingerprinting requirement for volunteers who have lived in PA for the most recent 10 consecutive years. The approved affidavit can be found at:
http://keepkidssafe.pa.gov/cs/groups/webcontent/documents/document/c_160267.pdf
- Link to obtain the 3 required Pennsylvania clearances is:
<http://keepkidssafe.pa.gov/resources/clearances/index.htm>

AFTER CLEARANCES HAVE BEEN OBTAINED

- Link to upload Pennsylvania clearances for Atlantic Amateur Hockey Association to NCSI:
<https://www.ncsisafe.com/Members/Reg?srb=51712405>
- Registrants will be asked to authenticate themselves upon clicking to the upload portal:

ATLANTIC AMATEUR HOCKEY ASSOCIATION
Pennsylvania Document Repository

NOTE: Please confirm that Last Name, Date of Birth, and Social Security Number matches your documents!

First Name *

Middle Name

Last Name *

Suffix

Date of Birth *

SSN *

Phone *

Email *

- Once authentication is complete, the registrant can upload their clearances


ATLANTIC AMATEUR HOCKEY ASSOCIATION
Pennsylvania Document Repository

Upload documents for LAURA BINSTOCK


Allowed document extensions are: PDF, JPG, JPEG, GIF, PNG.
Individual files must not be larger than 3MB.

REMINDER: Only clear reports (no criminal history or other disqualifying records) are eligible for upload

1) Report of criminal history from the Pennsylvania State Police (PSP)

 No file chosen


2) Child Abuse History Clearance from the Department of Human Services

 No file chosen

3) Fingerprint-based federal criminal history (FBI)

OR

Written affirmation that you are not disqualified from service based upon a conviction of an offense under §6344

 No file chosen

- **IMPORTANT:** Please note restrictions to file type/size for uploading (PDF, JPG, JPEG, GIF, PNG- no more than 3MB a piece)
- **ALL 3 documents MUST BE uploaded AT THE SAME TIME** to complete the PADRS process