

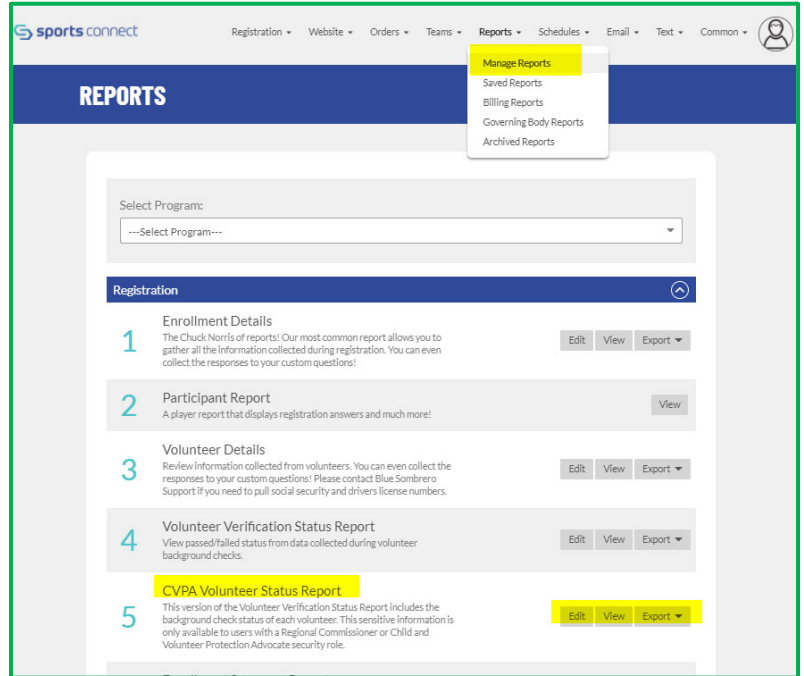


# CVPA Report Background Check Status Covid-19 Waiver

To check on a volunteer's background check status, an RC or CVPA can run the **CVPA report**:

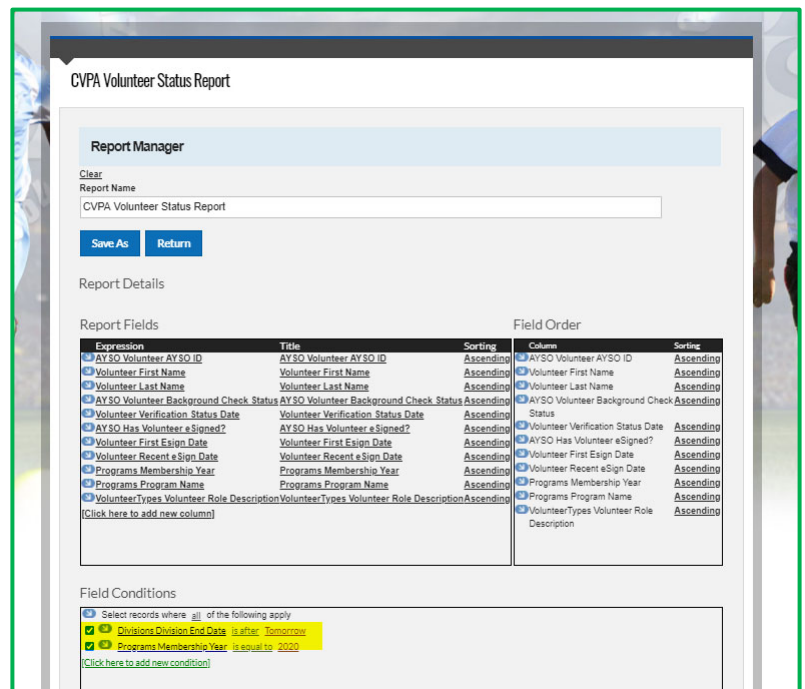
From Reports, select Manage Reports, go to report #5, CVPA Volunteer Status Report (only RC's and CVPA's have access to this report)

Clicking on the VIEW option will run the report on-screen.



Selecting Edit allows additional reporting options.

Selecting Export allows the report to be exported





## CVPA Report Background Check Status Covid-19 Waiver

This is a sample report to be viewed online

Run Report			Export				Return			
AYSO Volunteer AYSO ID	Volunteer First Name	Volunteer Last Name	AYSO Volunteer Background Check Status	Volunteer Verification Status Date	AYSO Has Volunteer eSigned?	Volunteer First Esign Date	Volunteer Recent eSign Date	Programs Membership Year	Programs Program Name	Volunteer Types Volunteer Role Description
[Redacted]	Luis	[Redacted]	Green - Eligible	06/17/2020	Yes	06/16/2020	09/18/2020	2020	2020 Fall Soccer	Board Member
[Redacted]	Luis	[Redacted]	Green - Eligible	06/17/2020	Yes	06/16/2020	09/18/2020	2020	2020 Fall Soccer	Head Coach
[Redacted]	Luis	[Redacted]	Green - Eligible	06/17/2020	Yes	06/16/2020	09/18/2020	2020	Cohort Practices 2020 Fall Soccer	Head Coach
[Redacted]	Wolfgang	[Redacted]	Green - Eligible	06/23/2020	Yes	06/23/2020	06/23/2020	2020	2020 Fall Soccer	Referee
[Redacted]	Edward	[Redacted]	Green - Eligible	06/25/2020	Yes	06/25/2020	06/25/2020	2020	2020 Fall Soccer	Head Coach
[Redacted]	Jessica	[Redacted]	Green - Eligible	05/07/2020	Yes	05/07/2020	09/18/2020	2020	2020 Fall Soccer	Head Coach
[Redacted]	Jessica	[Redacted]	Green - Eligible	05/07/2020	Yes	05/07/2020	09/18/2020	2020	Cohort Practices 2020 Fall Soccer	Head Coach
[Redacted]	Mark	[Redacted]	Pending Invite	05/14/2020	Yes	05/14/2020	05/14/2020	2020	2020 Fall Soccer	Board Member
[Redacted]	Mark	[Redacted]	Pending Invite	05/14/2020	Yes	05/14/2020	05/14/2020	2020	2020 Fall Soccer	Head Coach
[Redacted]	Anthony	[Redacted]	Green - Eligible	05/07/2020	Yes	05/07/2020	09/21/2020	2020	2020 Fall Soccer	Head Coach

This is a sample of reports that was exported

A	B	C	D	E	F	G
AYSO Volunteer AYSO ID	Volunteer First Name	Volunteer Last Name	AYSO Volunteer Background Check Status	Volunteer Verification Status Date	AYSO Has Volunteer eSigned?	Volunteer First Esign Date
[Redacted]	Mark	[Redacted]	Pending Invite	5/14/2020	Yes	5/14/2020
[Redacted]	Mark	[Redacted]	Pending Invite	5/14/2020	Yes	5/14/2020
[Redacted]	Marc	[Redacted]	Pending Invite	7/25/2020	Yes	7/25/2020
[Redacted]	Marc	[Redacted]	Pending Invite	7/25/2020	Yes	7/25/2020
[Redacted]	Eugene	[Redacted]	Background Check Processing	9/18/2020	Yes	9/18/2020
[Redacted]	Paula	[Redacted]	Background Check Processing	5/4/2020	Yes	5/4/2020
[Redacted]	Riad	[Redacted]			No	

You will see several values for AYSO Volunteer Background Check Status:

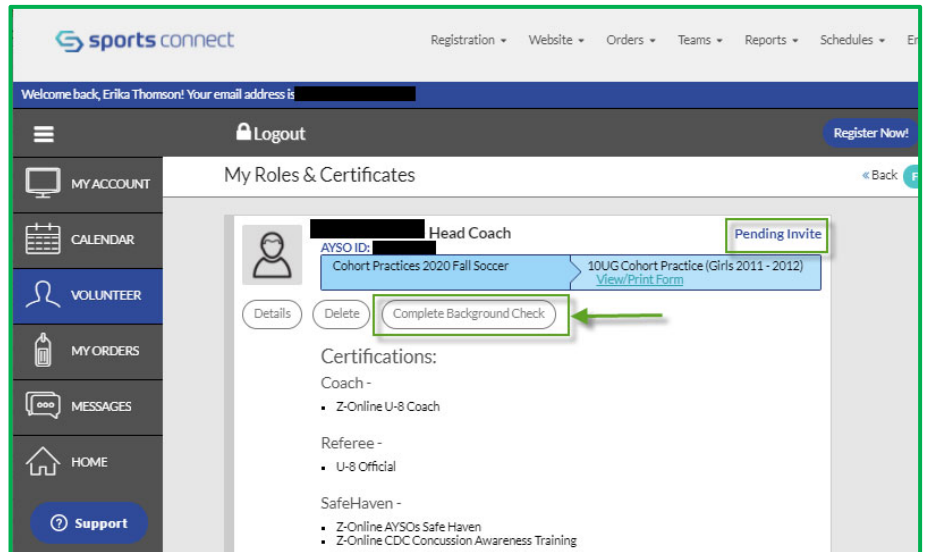
- **Green – Eligible** – Volunteer is good to go
- **Pending Invite** – this is a volunteer that needs to go thru the Sterling Volunteers Background Check process
  - They need to log into their Sports Connect volunteer profile and click on Complete Background Check
  - Screen show is below
- **Background Check Processing** – the volunteer has completed the process in Sterling Volunteers (and may have gotten an email saying the PROCESS is complete, but, they may not have gotten the results yet.
  - The most common reasons for this status and the amount of time to process are:
    - Due to Covid some courts are closed, or faced cutbacks (like AYSO has) and are taking longer to process the checks.

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- If a volunteer has hit in their background check or have disclosed a prior conviction, they need to be manually adjudicated by the CVPA team at the AYSO Office
- No Status – highlighted in this example
  - This a volunteer that has not yet e-Signed for MY2020
  - Once they e-Sign, they will get the Sterling Volunteers email and Sports Connect button in their profile
- **Yellow – No Coaching:** The volunteer is not eligible to volunteer as a coach or assistant coach but can volunteer in any other position(s).
- **Orange – No Funds:** The volunteer is not eligible to volunteer in positions responsible for managing region funds or personal identification information but can volunteer in any other position(s).
- **Brown - No Funds/No Coaching:** This designation applies to all youth volunteers as well as any adult volunteer that is not eligible to volunteer as a coach or assistant coach and not eligible to volunteer in positions responsible for managing region funds or personal identification information but can volunteer in any other position(s).
- **Red - Ineligible:** This volunteer is ineligible to volunteer in any position(s).

If a volunteer has a status of Pending Invite, they need to click on this button in their Sports Connect Volunteer profile



Lastly, AYSO added the Covid-19 waiver on 6/19/2020.

To see which volunteers have signed the Covid-19 waiver, you can see a volunteers first e-Signature for MY2020 as well as any subsequent e-Signatures.

In this example, Rich first e-Signed on 5/12/2020 (before the Covid-19 Waiver) and again on 9/20/2020, which included the Covid-19 waiver.

AYSO Volunteer AYSO ID	Volunteer First Name	Volunteer Last Name	AYSO Volunteer Background Check Status	Volunteer Verification Status Date	AYSO Has Volunteer eSigned?	Volunteer First Esign Date	Volunteer Recent eSign Date	Programs Membership Year	Programs Program
[Redacted]	Rich	[Redacted]	Pending Invite	5/12/2020	Yes	5/12/2020	9/20/2020	2020	2020 Fall Soccer