

Coaching Clearances and Certifications Checklist:

The following forms will need to be completed and submitted to the athletic office. No coach should engage with any athletes or participate in any activities without this paperwork turned in.

Clearances for *PAID ASSISTANTS*

- Child Abuse (Act 151) *fee*
- Criminal Background Check (Act 34) *fee*
- FBI Fingerprint (Act 114) *fee*
- Sexual Misconduct Disclosure (Act 168) *no fee*
- Payroll Information: *Contact Marcia Grados 724-808-2500 x 1110*
- Drug Screening (after board approved) *no fee*
 - ✓ *Contact 724-379-1940*
 - ✓ *Mon Valley Hospital Occupation Health*
 - ✓ *Willow Point Plaza, 800 Plaza Drive, Suite 210*

Clearances for *VOLUNTEERS*

- Child Abuse (Act 151) *free*
- Criminal Background Check (Act 34) *free*
- Disclosure Waiver Form (FBI Fingerprint- Act 114) *fee*

Certifications for *ALL Coaches*

- Concussion** (All Coaches, All Sports)
- Cardiac** (All Coaches, All Sports)
- Heat Acclimation (Only Football)*

Clearances/Certifications to come (2 year window)

- (ASEP) Coaching Principles and First Aid**

Good Luck and Have a Great Season!!

✓ Contact AD for further information

IMPORTANT INFORMATION REGARDING FBI FINGERPRINTING

FBI Fingerprinting is now being done by “Identogo” instead of the Cogent System. Please follow the following instructions when renewing your FBI Fingerprint Clearances or if you give this information to anyone applying for a position at BVA.

1. www.identogo.com
2. Scroll down to “Digital Fingerprinting”. Then click on “Fingerprinting for state and federal agency or employment requirements. Schedule a new appointment, change an existing appointment or check your status.”
3. You will need to enter a code to register to get your fingerprints done:

FOR DISTRICT EMPLOYEES = 1KG6XN

FOR VOLUNTEERS = 1KG6Y3

There are many Identogo locations but I am listing some for you to choose:

1. Identogo
68 South Beeson Blvd.
Uniontown, PA 15401
2. 1692 Washington Rd., Suite 102
Pittsburgh, PA 15628
3. Intermediate Unit
Coal Center, PA 15423
4. 102 Equity Drive
Greensburg, PA 15601
5. West Chestnut St.
Washington, PA
6. Perry Highway
Pittsburgh, PA

CLEARANCES ARE NOW GOOD FOR 5 YEARS ONCE YOU ARE HIRED BY THE DISTRICT

Good Luck and Have a Great Season!!