

USJA SCREENING PROCEDURES OVERVIEW 2007 (2.1)

- All parties to be screened must do so through SSCI.
- All reports are mailed directly to the Chief Screener's home. Nothing from SSCI goes directly to the National Office.
- Reciprocity exists only with USA Judo (USJI) and USJF. Written notification by USA Judo or USJF must be sent to the Chief Screener before USJA screening can be completed.

If there is no record, then the applicant's **Name, Address. (P.O. Boxes are not allowed), DOB, and USJA membership #** is recorded in the Chief Screener's Records.

- The Report from SSCI is then immediately shredded by the Chief Screener.
- The Screened member's Name, Address, DOB, and USJA membership # is then E-Mailed to Katrina Davis at the National Office. To verify that the Screened Names have been received, Katrina Davis then will forward back to the Chief Screener, via e-mail, exactly what has been sent to her.
- The National Office then notifies the member in writing that they have successfully been screened and they include a new membership card with the screening expiration date on it.
- A copy of the screened member's Name, Address, DOB, and USJA membership # is also forwarded to the Chairman of The Standards and Ethics Committee.

If there is a misdemeanor record involving 1. crimes against children, 2. sex abuse, rape or assault, 3. crimes of violence, or 4. drug and alcohol crimes, the applicant is notified by the Chief Screener by mail, that a disqualifying event has appeared on their screening report and that the matter will be referred to the Background Screening Review Committee. A copy of this letter is E-Mailed to the Chairman of the Standards and Ethics Committee. Please note that charges of the nature outlined above, if not a felony, can result in screening being denied. USJA Code of Ethics has zero tolerance for Pedophilia and crimes against children. A misdemeanor Pedophilia charge will be referred to Standards and Ethics Committee for investigation, report, and recommendation to the Board of Directors for final disposition.

- The Background Screening Review Committee determines if they believe the member is a danger to others.
- This process of the Background Screening Review Committee is completed on an individual basis. A screening clearance may be given with certain restrictions, directions and/or future re-screening requirements imposed. An applicant also may be denied.

If there is a felony record, the matter is referred to the Standards and Ethics Committee for investigation, since it is contrary to our Code of Ethics for a member to be a convicted felon.

- The applicant is notified of this in writing by the Chief Screener and a copy of this letter is E-Mailed to the Chairman of the Standards and Ethics Committee.
- The Standard and Ethics Committee then initiates an investigation and makes a recommendation to the Board of Directors and the Board renders a disposition. This Background Screening is good for 4 years. Everything concluded in this Screening process may be appealed directly to the Board of Directors.