



Background Checks

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Background Check Set Up

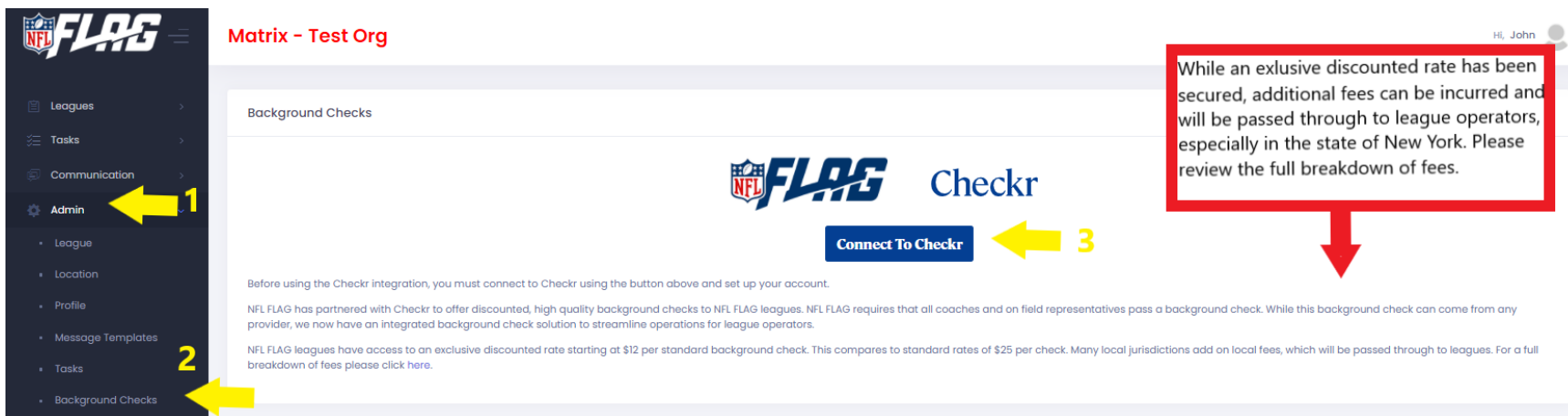
- 1) Log into your Matrix account, select the admin option from the banner on the left-hand side and then Background Checks. Select the “Connect to Checkr” button to create your Checkr account and integrate to Matrix.

****Please note that while an exclusive discounted rate has been secured, additional fees can be incurred depending on state and local jurisdictions. The background checks will be run under Checkr’s Standard package, which could include County Court Fees. For a complete list of counties with additional fees please click [here](#). The DMV and State fees do not apply to the standard package and can be disregarded.***

Exception – All background checks run for coaches with a state of New York address are \$95.00 each.

County Court Fees – The Standard package includes a county level search. If a coach lives in a county with county court fees that additional fee will be applied. Additionally county court fees can be incurred if records are found on the National Criminal check, depending on whether or not the county the charge(s) took place in have county court fees.

Admin>Background Check>Connect to Checkr



Matrix - Test Org

Background Checks

NFL FLAG **Checkr**

Connect To Checkr

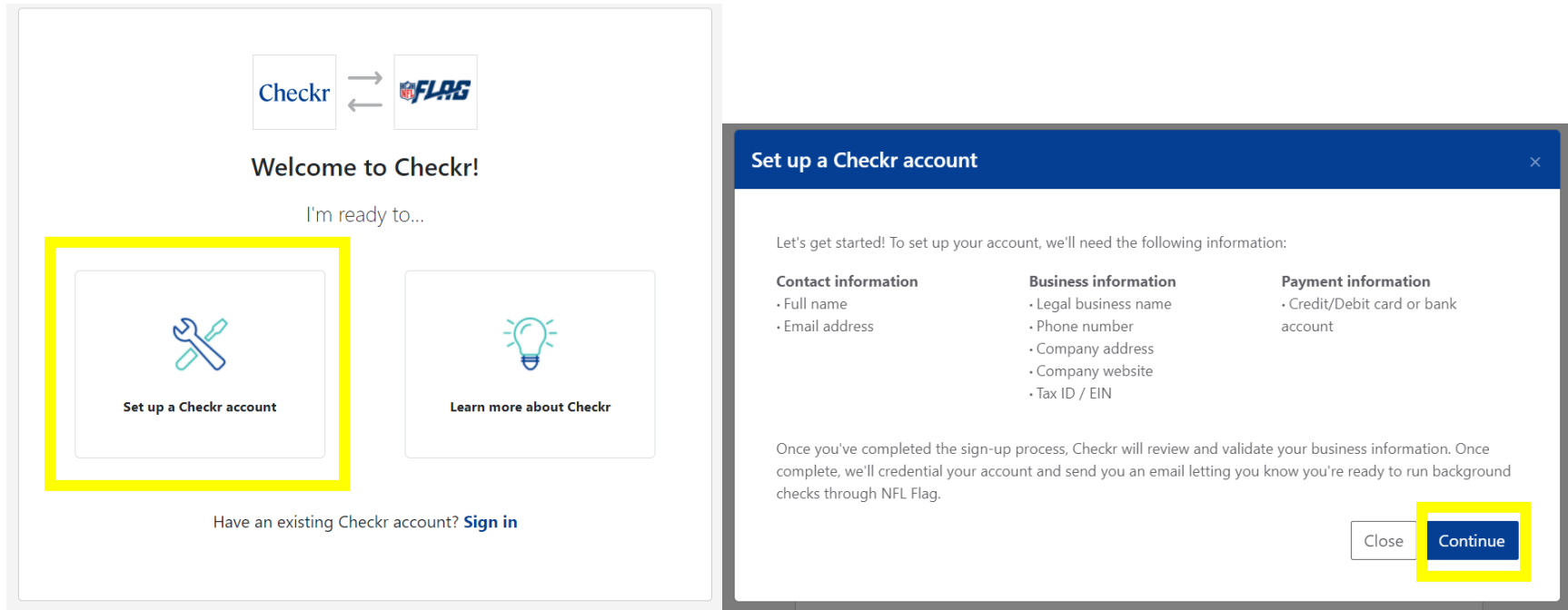
Before using the Checkr integration, you must connect to Checkr using the button above and set up your account.

NFL FLAG has partnered with Checkr to offer discounted, high quality background checks to NFL FLAG leagues. NFL FLAG requires that all coaches and on field representatives pass a background check. While this background check can come from any provider, we now have an integrated background check solution to streamline operations for league operators.

NFL FLAG leagues have access to an exclusive discounted rate starting at \$12 per standard background check. This compares to standard rates of \$25 per check. Many local jurisdictions add on local fees, which will be passed through to leagues. For a full breakdown of fees please click [here](#).

While an exclusive discounted rate has been secured, additional fees can be incurred and will be passed through to league operators, especially in the state of New York. Please review the full breakdown of fees.

2) Select “Set up a Checkr account” review the required information and select “Continue”.



The image displays two screenshots of the Checkr account setup process.

Left Screenshot: Welcome to Checkr!

At the top, there is a logo for Checkr and NFL FLAG with a double-headed arrow between them. Below the logo, the text reads "Welcome to Checkr!" and "I'm ready to...". There are two main options:

- Set up a Checkr account**: This option is highlighted with a yellow box. It features a wrench and screwdriver icon.
- Learn more about Checkr**: This option features a lightbulb icon.

At the bottom, it says "Have an existing Checkr account? [Sign in](#)".

Right Screenshot: Set up a Checkr account

This is a form titled "Set up a Checkr account" with a close button (X) in the top right corner. The text says: "Let's get started! To set up your account, we'll need the following information:"

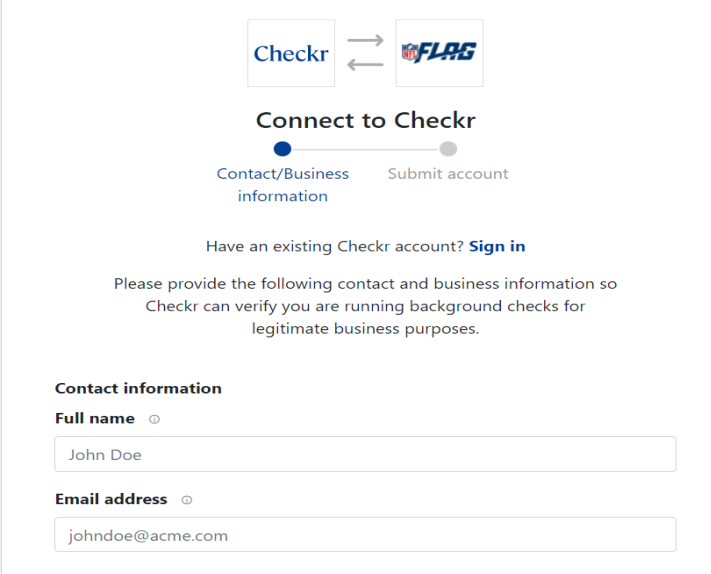
The form is divided into three sections:

- Contact information**
 - Full name
 - Email address
- Business information**
 - Legal business name
 - Phone number
 - Company address
 - Company website
 - Tax ID / EIN
- Payment information**
 - Credit/Debit card or bank account

Below these sections, a paragraph states: "Once you've completed the sign-up process, Checkr will review and validate your business information. Once complete, we'll credential your account and send you an email letting you know you're ready to run background checks through NFL Flag."

At the bottom right, there are two buttons: "Close" and "Continue". The "Continue" button is highlighted with a yellow box.

- 3) Enter all required information. The question “Do you hire for multiple locations” is asking if you will be running background checks for multiple leagues.



Checkr ↔ NFL FLAG

Connect to Checkr

● — ●

Contact/Business information Submit account

Have an existing Checkr account? [Sign in](#)

Please provide the following contact and business information so Checkr can verify you are running background checks for legitimate business purposes.

Contact information

Full name ⓘ

John Doe

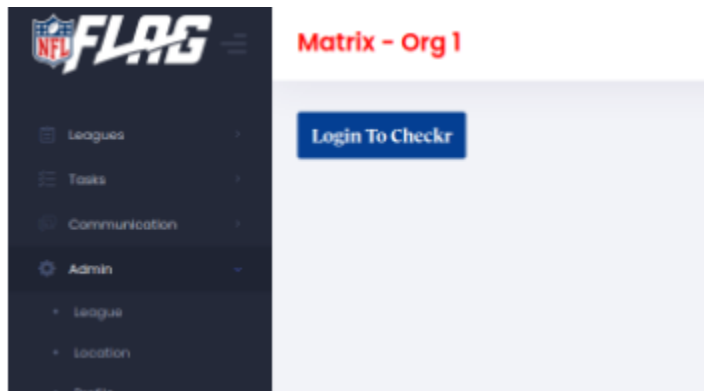
Email address ⓘ

johndoe@acme.com

Once the information is submitted Checkr will need to credential your account. This process usually takes between 1 and 3 business days. In Matrix under Background Checks you will see this message while your account is in the approval process.

Waiting on approval from Checkr. This usually takes between 1 and 3 business days. Please check back later.

Once your account has been approved you will see a “Login To Checkr” button located in the Background Check section of Matrix. At this point you are ready to begin running background checks.

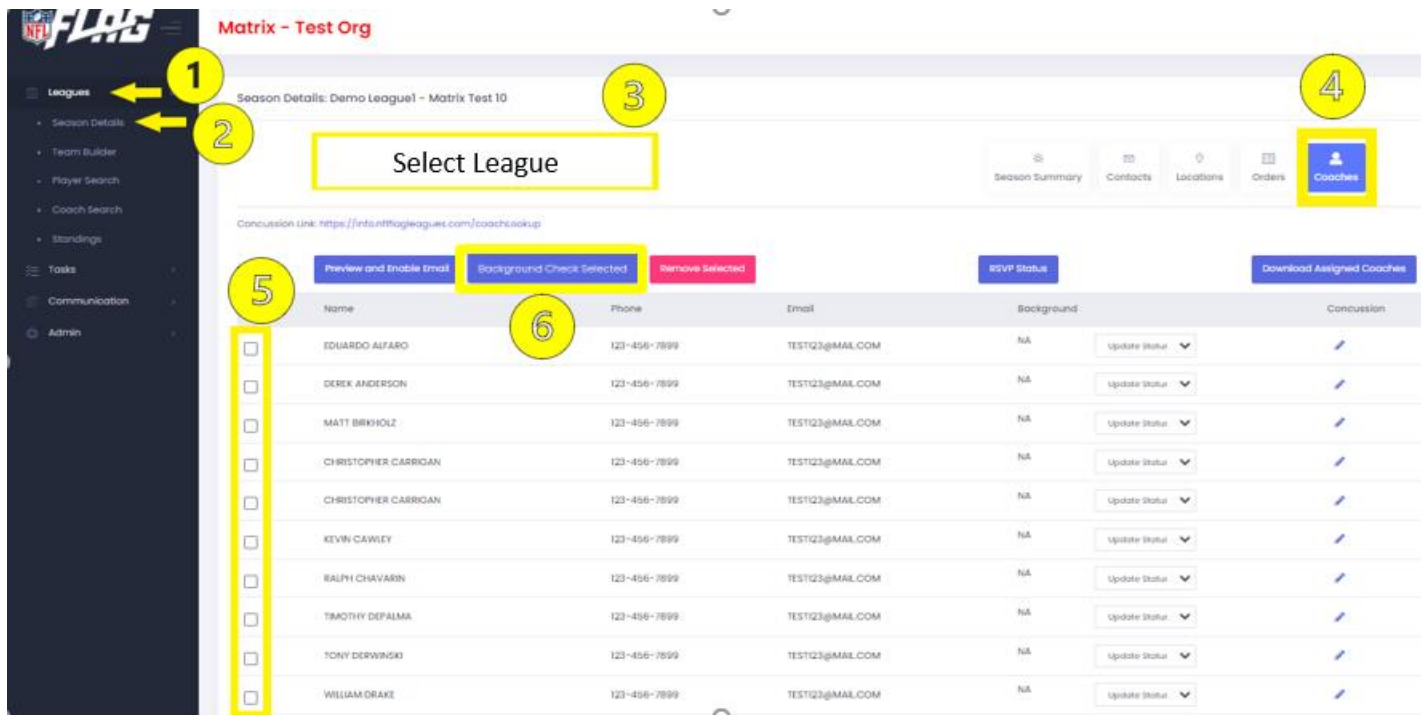


Running Background Checks

- 1) Once coaches begin to come over from Sports Connect or have been uploaded into Matrix, background checks can be initiated in two places.
 - a. Option 1 (Bulk) - Initiating background checks from full coaches list
 - i. (1) Leagues>(2) Season Details> (3) Select League>(4) Coaches
 - ii. (5) Select the coaches you would like to initiate background checks for
 - iii. (6) Select “Background Checks Selected”
 - b. Option 2 (Individual) – Initiating background checks from Team Builder once coaches are assigned to teams.

- i. Once your teams are built and coaches are assigned you can initiate background checks individually by selecting the “Run Background Check” button associated with a particular coach

Option 1



Matrix - Test Org

Season Details: Demo League1 - Matrix Test 10

Select League

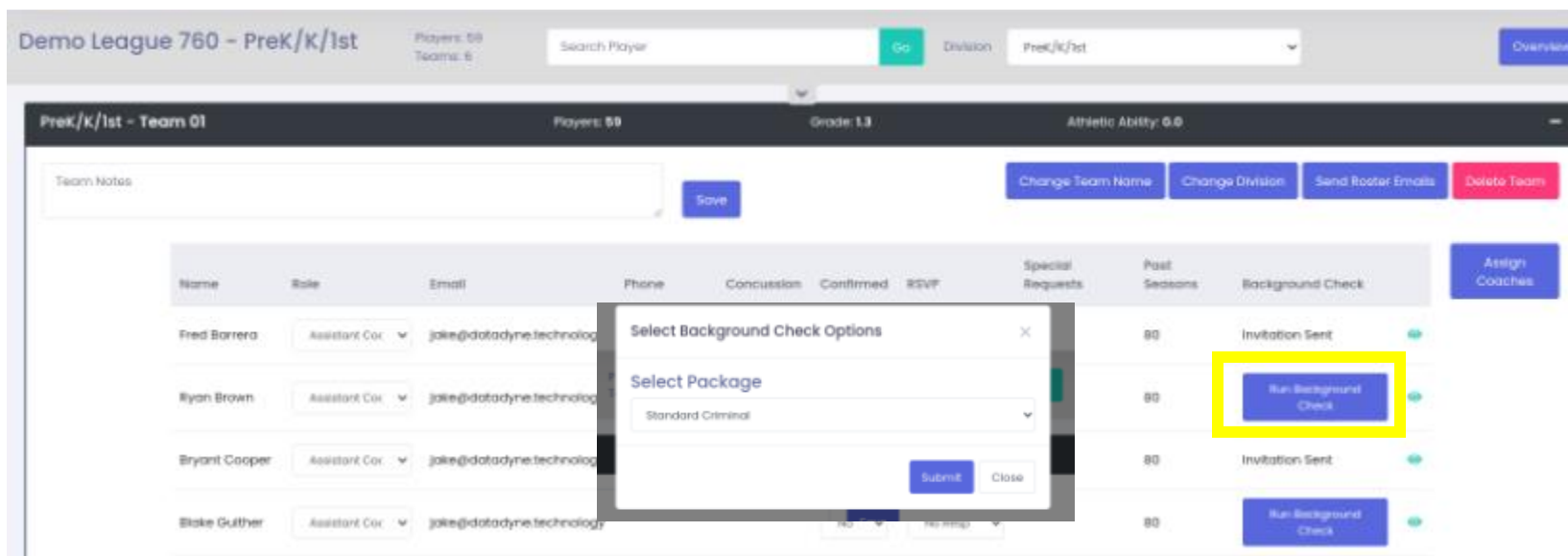
Concussion Link: <https://info.nflflagleagues.com/coacheslookup>

Background Check Selected

	Name	Phone	Email	Background	Concussion
☐	EDUARDO ALFARO	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	DEREK ANDERSON	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	MATT BIRKHOLTZ	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	CHRISTOPHER CARRIGAN	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	CHRISTOPHER CARRIGAN	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	KEVIN CAWLEY	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	RALPH CHAVARRIN	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	TIMOTHY DEFALMA	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	TONY DERWINSKI	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	WILLIAM DRAKE	123-456-7899	TEST123@MAIL.COM	NA	Update Status

Option 1

Option 2



The screenshot displays the 'Demo League 760 - PreK/K/1st' management page. A modal window titled 'Select Background Check Options' is open, showing a 'Select Package' dropdown menu with 'Standard Criminal' selected. Below the dropdown are 'Submit' and 'Close' buttons. In the background, a table lists team members with columns for Name, Role, Email, Phone, Concussion, Confirmed, RSVP, Special Requests, Post Seasons, and Background Check. The 'Background Check' column shows 'Invitation Sent' for several members, and a 'Run Background Check' button is highlighted with a yellow box for one member.

Name	Role	Email	Phone	Concussion	Confirmed	RSVP	Special Requests	Post Seasons	Background Check
Fred Borrero	Assistant Cox	jake@datadynetechnology.com						80	Invitation Sent
Ryan Brown	Assistant Cox	jake@datadynetechnology.com						80	Invitation Sent
Bryant Cooper	Assistant Cox	jake@datadynetechnology.com						80	Invitation Sent
Blake Guther	Assistant Cox	jake@datadynetechnology.com						80	Run Background Check

Regardless of which option is used once the “Background Checks Selected” button from option 1 or the “Run Background Check” button from option 2 is selected you will select the “Standard Criminal” package and select “Submit”. Checkr will then send an email to all coaches selected with a link that will have them fill in all the necessary information and accept all acknowledgements. Once completed by the coach the background check will begin. If a coach does not complete the necessary information within 6 days of receiving the email, the link will expire and a new email will need to be sent.

Coaches Experience

- 1) Receive Email>Click “Start Background Check”> Enter Information> Acknowledge Rights> Acknowledge Disclosures>Authorize & Submit.

(company name) has asked Checkr to run your background check

[Start Background Check](#)

You recently applied with (company name), which has engaged Checkr to complete your background check.

(company name) cannot move forward with your application until your background check is complete. You have 6 days left before your invitation expires. Please click the invitation link to start the background check process.

Once you've submitted your information and authorization, you can check the status or view a copy of your report on the [Checkr Candidate Portal](#). Please also see Checkr's [Candidate Help Center](#) for answers to frequently asked questions.

If you have questions about your application or eligibility, please contact (company name) directly.

[Start Background Check >](#)

Thanks,
Checkr Team

Checkr

Welcome

(Company Name) (the "Company") has engaged Checkr, Inc. to obtain a consumer report and/or investigative consumer report as defined in California for employment purposes. Checkr, Inc. will provide a background investigation as a pre-condition of your engagement with the Company and in compliance with applicable law.

After you've completed the form, you can check the status of your background check on the Checkr Candidate Portal.

Candidate information Please submit your full legal name

First name: Test Middle name: Test Last name: Test

☐ I confirm I have no middle name.

Date of birth: 1 - January 1 1987

Social security number: Show Confirm social security number: Show

Current zip code: 20500

Contact information

Phone number: (123) 123-4567 Email: esindria@coachesexperiences.com

By clicking **Continue** you agree to Checkr, Inc.'s [Privacy Policy](#), and consent to Checkr contacting you by email, phone, or SMS texts with information relating to your background check.

[Continue >](#)

Checkr

One Montgomery Street, Suite 2400, San Francisco, CA 94104

[FAQ](#) [About Us](#) [Privacy Policy](#) [Terms of Service](#)

English

WelcomeYour RightsDisclosureAuthorization

Summary of Your Rights

Para información en español, visite www.consumerfinance.gov/learnmore o escriba a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA. For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

- You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;

☐ I acknowledge receipt of the Summary of Your Rights Under the Fair Credit Reporting Act (FCRA) and certify that I have read and understand this document.

< Previous

Continue >

Checkr

One Montgomery Street, Suite 2400, San Francisco, CA 94104

[FAQs](#)
[\(844\) 824-3257](#)
[Privacy Policy](#)

English

WelcomeYour RightsDisclosureAuthorization

Disclosure

Disclosure Regarding Background Investigation

(Company Name)the “Company”) may obtain information about you from a third party consumer reporting agency for employment purposes. Thus, you may be the subject of a “consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding your credit history, criminal history, motor vehicle records (“driving records”), verification of your education or employment history, or other background checks.

You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you and to request a copy of your report. These searches will be conducted by **Checkr, Inc., One Montgomery Street, Suite 2400, San Francisco, CA 94104 | (844) 824-3257 | <https://candidate.checkr.com>.**

☐ I acknowledge receipt of the Disclosure Regarding Background Investigation and certify that I have read and understand this document.

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Continue >

Checkr

One Montgomery Street, Suite 2400, San Francisco, CA 94104

[FAQs](#)
[\(844\) 824-3257](#)
[Privacy Policy](#)

English

Welcome

Your Rights

Disclosure

Authorization

Authorization

Acknowledgment and Authorization for Background Check

I acknowledge receipt of the separate documents entitled Disclosure Regarding Background Investigation and A Summary of Your Rights Under the Fair Credit Reporting Act and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by the National Flag Football (the "Company") at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, past or present employers, motor vehicle records agencies, or insurance company to furnish any and all background information requested by **Checkr, Inc., One Montgomery Street, Suite 2400, San Francisco, CA 94104 | (844) 824-3257 | <https://candidate.checkr.com>** and/or the Company. I agree that a facsimile ("fax"), electronic, or photographic copy of this Authorization shall be as valid as the original.

New York residents/candidates only: Upon request, you will be informed whether or not a consumer report was requested by the Employer, and if such report was requested, informed of the name and address of the consumer reporting agency that furnished the report. You have the right to inspect and receive a copy of any investigative consumer report requested by the Employer by contacting the consumer reporting agency identified above directly. By signing below, you acknowledge receipt of Article 23-A of the New York Correction Law. [Link to NY Article 23-A](#)

New York City residents/candidates only: You acknowledge and authorize the Employer to provide any notices required by federal, state or local law to you at the address(es) and/or email address(es) you provided to the Employer.

Washington State candidates only: You also have the right to request from the consumer reporting agency a written summary

☐ Please check this box if you would like to receive a copy of a consumer report.

Electronic signature

By typing my name below, I consent to the background checks and indicate my agreement to all of the above.

Full name

Full name

☐ I'm not a robot
 

< Previous

Submit

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One Montgomery Street, Suite 2400, San Francisco, CA 94104
[FAQs](#) [\(844\) 824-3257](#) [Privacy Policy](#)

English

Background Check Status Updates

Background Check Status Key	
N/A	No action has been taken
Invitation Sent	Invitation to initiate background check has been sent
Invitation Complete	Coach has submitted the requested information and is being sent to Checkr
Report Pending	Background check is in progress
Invitation Expired	Coach has not submitted the necessary information within 6 days
Report Suspended	Coach has failed to provide required supplemental information requested by Checkr to complete the background check within 7 days. If documentation is not provided within 30 days of notification an entirely new background check will need to be initiated.
Clear	Background check is complete and clear
Consider	Background check is complete and requires review by the League Operator
Pre Adverse Action	League Operator has sent a Pre-Adverse Action letter to a coach who is ineligible to coach in the program due to the results of the background check.
Post Adverse Action	A coach has not disputed their Pre Adverse Action letter within 7 days
Minor	Based on the birthday provided the coach is a minor and legally cannot be background checked.
Manually Cleared	This status can only be assigned by a league operator. This status would be used only if a background check is not being conducted through Matrix.
Manually Failed	This status can only be assigned by a league operator. This status would be used only if a background check is not being conducted through Matrix.

☐	Name	Phone	Email	Background	Consensus
☐	EDUARDO ALFARO	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	DEREK ANDERSON	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	MATT BIRKHOIZ	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	CHRISTOPHER CARRIGAN	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	CHRISTOPHER CARRIGAN	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	KEVIN CAWLEY	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	RALPH CHAVARIN	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	TIMOTHY DEPALMA	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	TONY DERWINSKI	123-456-7899	TEST123@MAIL.COM	NA	Update Status
☐	WILLIAM DRAKE	123-456-7899	TEST123@MAIL.COM	NA	Update Status

Update Status: ▼

Update Status

Manually Cleared

Manually Failed

The status of each background check can be found on the same screens in which they were sent (see pages 6-8). This will automatically update as the background check progresses. All statuses and definitions can be found on page 12.

The Manually Cleared and Manually Failed statuses are only to be used for checks not being conducted through Matrix

Demo League 760 - PreK/K/1st

Players: 59

Teams: 6

Search Player

Go

Division: PreK/K/1st

Overview

PreK/K/1st - Team 01

Players: 59

Grade: 1.1

Athletic Ability: 6.6

Team Notes

Save

Change Team Name

Change Division

Send Roster Emails

Delete Team

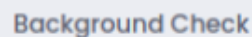
Name	Role	Email	Phone	Consensus	Confirmed	RSVP	Special Requests	Post Seasons	Background Check
Fred Barrera	Assistant Cox	jake@datadyne technology	952-952-7804	No	No Resp	80	Invitation Sent		
Ryan Brown	Assistant Cox	jake@datadyne technology	952-380-3379	1/29/20	No	No Resp	80	Run Background Check	
Bryant Cooper	Assistant Cox	jake@datadyne technology	952-953-0109	9/12/18	No	No Resp	80	Invitation Sent	
Blake Guther	Assistant Cox	jake@datadyne technology	612-384-1438	No	No Resp	80	Run Background Check		

Assign Coaches

Reviewing a Background Check

Any background check can be reviewed by logging into your Checkr account by logging into Matrix and selecting Admin>Background Check> Login to Checkr

Background checks that come back with a status of “Consider” can also be easily viewed by selecting the “View Report” link located next to the Consider status. This will prompt you to login to your Checkr account, and take you directly to that specific report.



Consider - [View Report](#)

By scrolling to the bottom of the report you can view any items that triggered a “Consider” status. These items will be red/pink. When reviewing it is important to review the disposition status. (see image on page 17). If the contents of the report disqualify a coach from participating in your program you will want to send them a Pre Adverse Action notification. This is done by selecting the Pre-Adverse Action button (see image on page 16). For more information on Pre Adverse Action please see page 18.

If the Contents of the report do not disqualify a coach, you can mark them as clear by clicking the green “Engage” button located next to the Pre-Adverse Action Button.



Background Checks

Checkr

Help contact@datadyne.technology

Live Test

Home

Candidates

Adverse Actions

Logs

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Account Settings

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Report for Jen Moose Kasp

Show report log Consider

Personal information

First Name	Jen	Compliance Geo	NC
Middle Name	Moose	Zipcode	94088
Last Name	Kasp	Driver License	-
Date of Birth	Feb 10, 1983	Prior Driver License	-
Social Security #	XXX-XX-1122	Email	jake@datadyne.technology
		Phone	(555) 555-5555
		Custom ID	-

Delete Candidate Data

Report information

Status	Consider
Adjudication	-
Package	standard_criminal
Nodes	Lower: Group Two Top: Test Node
Source	Form
Created at	Sep 17, 2021 9:59 AM EDT
Completed at	Sep 17, 2021 10:01 AM EDT
Turnaround Time	1 minute
Compliance Geo	NC
Work Location	NC - Asheville

Add a tag

Download PDF

Actions

Engage

Pre Adverse Action

Request Candidate Story

Addresses

125 E SPRING ST APT 2, SAN JOSE, CA 94088

?



Background Checks

SSN Trace Sep. 17, 2021 10:00 (a few seconds)

Complete

Information returned by this search is not a part of the consumer report and may not be used for FCRA purposes, including eligibility determinations under the FCRA.

Sex Offender Search Sep. 17, 2021 10:00 (a few seconds)

Clear

Global Watchlist Search Sep. 17, 2021 10:00 (a few seconds)

Clear

National Search Sep. 17, 2021 10:00 (a few seconds)

Complete

County Searches

Consider

Santa Clara, CA Sep. 17, 2021 10:01 (a few seconds)

Consider

Fictitious Plates

Apr 4, 2016

Case NumberGC12345678-02

File DateJun 30, 2016

Court JurisdictionSAN JOSE GENERAL DISTRICT COURT

CountySANTA CLARA

StateCA

Full Name

DOB

ChargeFictitious Plates

Charge TypeMisdemeanor

Arrest DateDec 1, 2015

Offense DateApr 4, 2016

DispositionCONVICTED

Disposition DateApr 30, 2016

Activity





Background Checks

Pre Adverse Action

The Pre Adverse Action feature notifies the coach that items on the background check have made them ineligible to coach in your program. The coach will receive an email from Checkr notifying them of their ineligibility and give them 7 days to dispute the accuracy of the results. In the event the accuracy of a background check is disputed there is a 30 day window in which the coach and Checkr will work together to determine if the results were indeed inaccurate.

If a coach does not dispute the report within 7 days of receiving the Pre-Adverse Action notification the status in Matrix will update to Post Adverse Action meaning no further steps are being taken.

Anyone with a status of Consider should not be assigned to a team until their background check results have been reviewed. Anyone with a Pre-Adverse or Post Adverse status are coaches you have deemed ineligible for your program and also should not be assigned to teams.

Initiating a Pre-Adverse Action

- 1) Select the Pre-Adverse Action button located with the specific coaches report
- 2) Select the Charges from the report that have disqualified the coach
- 3) Select "Preview Email"
- 4) Select "Send Pre-adverse action notice"

(Screen shots include on pages 19-20)

Checkr

Live Test

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Candidates

Adverse Actions

Logs

Analytics

Account Settings

Screenings Settings

Help - contact@datadyne technology -

Contact Us

Show report log

Delete Candidate Data

Pre Adverse Action

Pre-adverse action notice

We will send an email to the candidate on your behalf letting them know of your pre-adverse action. We will also send a post-adverse action email in the time specified.

Select the charge(s) for the pre-adverse action

These will be given to the candidate in the pre-adverse and post-adverse emails

Charge	Felony
Charge type	Felony
Disposition	Convicted
Disposition Date	Apr 30th 2016
Age at offense	33 years old
Time since offense	5 years

Auto send post-adverse action

Please note that the post-adverse action email must be sent after 7 days and before 30 days.

7 Days

Cancel

Preview email

Source

Form

Created at

Sep 17, 2021 9:59 AM EDT

Completed at

Sep 17, 2021 10:01 AM EDT

Turnaround Time

1 minute

Compliance Gate

NC

Work Location

NC - Asheville

Add a tag

Download PDF +

Addresses

125 E SPRING ST APT 2, SAN JOSE, CA 94088

1

2

3



Background Checks

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Screenings Settings

We will evaluate the information in your report on an individualized case-by-case basis in accordance with the law. If you believe that there is additional information that may help us better evaluate your fitness for this position, please contact us immediately by calling 5551234567.

If you are applying for a position in Los Angeles and we receive additional information from you within the next 5 business days, we are required to assess your case. You will be notified of our final decision and provided with a copy of our written assessment.

If you are applying for a position in California and advise us within the next 5 business days that the criminal record information is inaccurate, that you are obtaining supporting documentation, you will be given an additional 5 business days to provide us with that information.

If we do not hear from you within 7 days from the receipt of this notice, we will make our hiring determination based on the information currently available to us.

In the event that an adverse employment action is taken based upon information contained in the pre-employment background screen, DataDyne Technologies will provide you notice of such action.

Sincerely,
DataDyne Technologies

Enclosures:

- Copy of Your Consumer Report
- A Summary of Your Rights Under the FCRA
- Article 23-A of the New York Correction Law (if applicable)
- A Summary of Your Rights Under New Jersey Law (if applicable)
- A Summary of Your Rights Under Washington Law (if applicable)
- Employer's Background Policy in Massachusetts (if applicable)
- DCJIS information sheet in Massachusetts
- New York City Fair Chance Act Notice form (if applicable)
- Los Angeles Fair Chance Initiative for Hiring Written Assessment (if applicable)

Attachments

- 📎 Summary of rights under the FCRA
- 📎 Copy of background report
- 📎 Article 23-A of the New York Correction Law
- 📎 A Summary of Your Rights Under New Jersey Law
- 📎 DCJIS information sheet in Massachusetts
- 📎 Criminal Record Information Policy in Massachusetts
- 📎 A Summary of Your Rights Under Washington Law

Back

Cancel

Send Pre-adverse action notice

Help - contact@datadyne.technology -

Contact Us

Show report log

Delete Candidate Data

Pre Adverse Action

4

Frequently Asked Questions

What criteria is being searched under the Standard Criminal Check? The standard criminal check will include a SSN trace, sex offender search, National Criminal Database search, Global watchlist search, and potential County Screening.

What are the associated background check fees? Each background check will have an associated fee of \$15.00 **with the exception New York which are \$95.00 per background check.** The Standard package includes a county level search. If a coach lives in a county with county court fees that additional fee will be applied. Additionally county court fees can be incurred if records are found on the National Criminal check, depending on whether or not the county the charge(s) took place in have county court fees. You can view specific County Court Fees [here](#), ***Please note the State DMV fees and State Court Fees represented on the “Additional Pricing Information” guide are NOT part of the Standard Criminal Check package and therefore will not be incurred.**

Will I be charged for background check invitations that get sent out but not completed by the coach? No, you are only charged for a background check once the coach has completed the required information in the invitation and submitted it Checkr.

Can I cancel a background check invitation? Yes, this can be done by logging into your Checkr account.

A coach cannot complete his invitation because it is expired. If an invitation is not completed within 6 days the invitation will expire and new one will need to be sent. Additionally if a second invitation is sent prior to a previous one expiring the first one will automatically expire. The most recently sent invitation will be the only active invitation a coach can use.

Will background check statuses carry over to the next season or future seasons?

Sports Connect Users – The only situations in which a background check status would not carry over from season to season would be if 1) A coach created a new account AND created that new account with a different email than previously used. Or 2) A coach created a new account AND changed their first or last name ex. A coach created a new account and signed up as Jim Smith and in his previous account he was signed up as Jimmy Smith.

Non Sports Connect Users – Background check statuses will not carry over from season to season if the coaches first or last name changes (ex. Jim vs. Jimmy) from what was previously in Matrix. Changes to volunteer ID and email address could also impact the carrying over of background check statuses from season to season.



Background Checks

If I accidentally run a background check on a coach who already has one am I responsible for that charge? Yes, you are responsible for any charges incurred related to background checks for your organization.

Will background checks need to be re run after a certain amount of time? As of now the length of a time a background check is “good” for is up to the discretion of individual league operators. Background checks can be re-run at any time by sending a coach the background check invitation.

What role will Checkr play in background check discrepancies with my coaches? If you send a coach a pre-adverse action notification they have 7 days to dispute the accuracy of those results with Checkr. For example if John Smith claims what came back on his background check report are not charges he has faced, checkr will work with John Smith to investigate further and correct the report if needed as long as John Smith contacts them within that 7 day window of receiving the Adverse Action notice. Checkr will not have conversations with your coaches around your decision to not use them as a coach. If a coach would like to discuss why the results of a background check disqualified him/her that is the responsibility of the league operator.