

Coaches and Non-Athlete Members of Virginia Swimming / USA Swimming:

Well, tomorrow is the day you've been hearing about for months. Tomorrow at 10 am EST the link to the new USA-Swimming Criminal Background Check (CBC) will be activated. You can find that link at usaswimming.org/backgroundcheck . That page also includes a link to an overview of the program as well as frequently asked questions. Quite a bit of valuable information can be found in both of those documents so you might want to read through them.

I know that many of you are anxious to take care of this requirement but I need to explain a little bit first. All non-athletes who have never completed a background screen in the past must complete their CBC by February 15, 2011. This group includes the vast majority of the officials in USA-Swimming – a very large number of individuals. In VSI alone, approximately 65% of our non-athletes fall into this category. Because of this, I am requesting that those of you with a “Valid To” date of April 30, 2011, wait until a little later to initiate your CBC. Sometime around the middle of February would be a reasonable time to initiate the process.

To initiate your CBC,

1. Go to usaswimming.org/backgroundcheck . You will subsequently be directed to the Acxiom website.
2. Before arriving at the Acxiom site, you will be asked to acknowledge that you have read the “*Notice Regarding Monthly Searches.*”
3. Select between the Background Check for Coaches & Officials (Level 2) and the Background Check for Other Non-Athlete Members (Level 1).
4. Once on the Acxiom website (this transition will be obvious), you will provide the requested information and pay with a credit card. The fees are \$19 for Level 1 and \$39 for Level 2 except for those individuals who have lived in certain counties in New York or do not have a social security number. See the FAQ mentioned above for more information.
5. Be sure to print the “*Confirmation Report*” (next to last page) and the “*Thank You*” page at the end. Keep these pages as confirmation that you have initiated the check. An email confirming the initiation of the CBC will not be sent as it has been in the past.
6. Should you encounter any problems with completing the check while online, please call Acxiom Customer Service at 800-853-3228 and choose option 2.

You will receive the results of the CBC in an email from emailrpts@acxiom.com. The subject line of the email will include the letters BG, your name, and a Green, Yellow, or Red score designation (I.e. BG: Smith, Sally – Green). Under normal circumstances this will occur 3 -5 business days following the initiation of the check. I anticipate this will take slightly longer at the very beginning of the program.

Thank you for your patience as you waited for this information to become available. If you have any questions or problems, please give me a call (434-352-5451). If I don't know the answer, I will certainly find someone who does!

Mary Turner
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Virginia Swimming