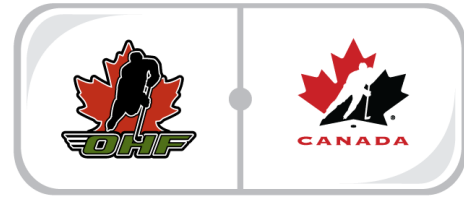


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OHF Bulletin

To: OHF Directors, OHF Members, OHF Staff
From: Phillip McKee – Executive Director
Date: March 1, 2024
Re: OHF Screening Policy and New Centralized Screening Process
Bulletin ID: 24-010

The Ontario Hockey Federation’s Board of Directors approved the updated [OHF Screening Policy](#), effective February 23, 2024.

Key change: Vulnerable Sector Check

- A key change to the policy is changing the verbiage from Criminal Record Check to Vulnerable Sector Check.

Key change: Centralized Screening Process

The process for the Vulnerable Sector Checks will be centralized and conducted by the Ontario Hockey Federation (OHF) for all **Team Officials and Team Personnel** for the 2024-25 season. This is in addition to the screening of all On-Ice Officials that has been in place for the past number of years.

All Members and Senior, Junior, Minor and Female Hockey (Associations, Teams, Clubs) will continue to screen Staff and Board members that are not involved in on-ice programming.

The following individuals who are associated with the OHF, Members, Senior, Junior, Minor, and Female Hockey (Associations, Teams, Clubs) must adhere to the OHF Screening Policy and submit to the OHF:

- Team Officials (including but not limited to Head Coaches, Assistant Coaches, Trainers, Managers and overall Team volunteers);
- On-Ice Officials; and
- anyone else who, through their duties on behalf of the OHF, a Member, Senior, Junior, Minor and Female Hockey (Associations, Teams, Clubs) may work with children (included but not limited to on-ice volunteer, skills coaches, third party skills coaches and dressing room supervisors)

Eligibility to Officiate & Coach

It is imperative for all Team and On-Ice Officials to ensure their Vulnerable Sector Check is complete to be eligible to programs on and off the ice. This includes a valid Vulnerable Sector Check and the OHF Screening Declaration Form.



Vulnerable Sector Check and OHF Screening Declaration Form Submission Process

Yearly screenings are set out to be eligible for participation:

- Year 1 – submit a Vulnerable Sector Check that has been completed in the six (6) months prior to submission and an OHF Screening Declaration Form.
- Year 2 – submit an OHF Screening Declaration Form.
- Year 3 – submit an OHF Screening Declaration Form.
- Year 4 – submit a Vulnerable Sector Check that has been completed in the six (6) months prior to submission or an Enhanced Criminal Record Check subject to paragraph 1.7.3.3 and an OHF Screening Declaration Form. 3.1.5
- Year 5 – submit an OHF Screening Declaration Form. 3.1.6
- Year 6 – submit an OHF Screening Declaration Form. 3.1.7
- Year 7 – submit a Vulnerable Sector Check that has been completed in the six (6) months prior to submission or an Enhanced Criminal Record Check subject to paragraph 1.7.3.3 and an OHF Screening Declaration Form. 3.1.8
- Year 8 – continue cycle.

On-Ice Officials

The OHF will be communicating directly with all on-ice officials previously screened by the OHF about what documents are required for participation in the 2024-25 season.

Member Responsibility

OHF Members must advise their Associations that they do not need to collect Vulnerable Sector Checks for the 2024-25 season for individuals as set out above. These will now be submitted and reviewed by the Ontario Hockey Federation. Associations will continue to be responsible for the screening of any staff and Board members.

Marketing and Communication collaterals will be distributed **March 18**. Members and Associations are expected to update their respective websites upon receipt of collaterals.

Associations must notify their Team Officials to submit Vulnerable Sector Check and OHF Screening Declaration Forms starting **April 1, 2024**, utilizing the OHF Screening Submission Portal. Further, Team Officials and Third-Party Instructors (skill coaches, etc.) that have not been properly screened will not be eligible to participate in on-ice activities for the 2024-25 season (this includes spring Player Evaluations).