



**COQUITLAM**  
**MINOR HOCKEY**

## **Quick Notes MEMO**

### **CRIMINAL RECORD CHECK (CRC)**

All individuals applying for or holding the title of coach, assistant coach, safety person, trainer, manager, team treasurer and anyone else determined by the Risk Manager shall be subject to Criminal Record Checks, which include the Vulnerable Sector Screening and a search of the National Sex Offender Registry.

Please note that, in keeping with BC Hockey policy, CMHA Criminal Records checks are valid for a 3-year period regardless of the expiry date shown on your result form from the Province of British Columbia.

If you are a new applicant or if your current CRC is expiring within the season, please ensure the results are submitted to the Risk Manager of CMHA no later than:

**September 1**

Failure to submit the required CR Check within the framework set out in this policy may, at the discretion of the Risk Manager and with the approval of the CMHA Officers, result in the individual being deemed ineligible to hold the above positions and being suspended or terminated from the position without prior notice.

You can apply at no cost via the Department of Justice link below:

**<https://justice.gov.bc.ca/eCRC/home.htm>**

**CMHA access code: 6U5AKYGDY9**

If you are required to apply in person, **please contact the Risk Manager for a Volunteer Confirmation letter**. You will not be reimbursed for fees for CRC's if you have not asked for a letter.

There are some offenses which are not viewed as impacting your ability to coach. If you have an offense that you wish to declare in advance, please contact the Risk Manager.

**Bernard Keller - [riskmgr@coqmha.or](mailto:riskmgr@coqmha.or)**