



# Background Check Instructions

Dear Applicants:

The New Mexico Young America Football League is proud to announce a working partnership with National Center for Safety Initiatives through which we will engage in a comprehensive background screening program for our coaches and volunteers.

The New Mexico Young America Football League has taken important steps to ensure the highest level of safety within our programs. One of these steps is the implementation of a standardized approach to background screening for our coaches and volunteers. This includes a comprehensive background screening using the Center's Check it Twice™ product and a simple "Red Light/Green Light" clearance report issued in accordance with the *Recommended Guidelines*® published by the National Council of Youth Sports. This is part of a national movement towards the standardization of safety programs for youth-serving organizations in this country.

The New Mexico Young America Football League has worked with National Center for Safety Initiatives to ensure that this process is convenient, secure and confidential. Simply go to <http://www.ncsisafe.com> and click on "Background Check Self Registration" on the left side of the webpage. Complete three easy steps:

- Step 1: Enter Self Registration Number: **61826132**
- Step 2: Enter Your Information as Requested
- Step 3: Provide Legal Authorization and Certification

**Cost before June 30<sup>th</sup>: \$21.25**  
**Cost July 1<sup>st</sup> or later: \$31.25**

"Red Light/Green Light" Results will be sent to The New Mexico Young America Football League. National Center for Safety Initiatives will contact you directly if there are any questions, problems or issues related to your specific information.

It is important when entering your name, that you use your **full legal name** as written on your birth certificate or driver's license. Please also verify that your social security number was typed correctly. Using nicknames or failing to type a correct social security number may delay or invalidate your background check.

If you have any questions or problems submitting your information, please call the National Center for Safety Initiatives at (866) 833-7100 x1 09.

Thank you for your continued participation and your cooperation in this important process. We are excited to offer world-class programs, working with world-class people!

## Criterion Offenses

### Coaches, Team Managers, Volunteers

**Convictions of, disclosures of convictions of, and pending dispositions for any of the following crimes will prompt a determination that an applicant ‘does not meet’ the criminal background screening criteria to serve as coach, team manager, or other volunteer for a youth-serving organization and a red light determination will be issued:**

R1. Any felony within the last ten years (any crime punishable by confinement greater than one year).

- a. Defined on the basis of exposure to the offense for which the defendant was convicted, pled guilty or pled nolo contendere. If pled down, then the crime to which the defendant ultimately pled.
- b. Defined by all crimes punishable by greater than one year in jail or prison, regardless of how characterized by jurisdiction. If range, alternate sentencing, or indeterminate sentencing, outer range > one year.

R2. Any lesser crime involving force or threat of force against a person including but not limited to those involving domestic violence within the last five years.

R3. Any lesser crime of a sexual nature or classified as a sex offense including but not limited to “victimless” crimes of a sexual nature such as prostitution, pornography, indecent exposure, and crimes in which sexual relations is an element.

R4. Any lesser crime within the prior five years involving controlled substances or alcohol (not paraphernalia), except with respect to DWI/DUI offenses one (1) offense within the last three (3) years, or two (2) or more within the last five (5) years.

R5. Theft crimes as follows:

- a. One (1) felony involving financial misappropriation, including but not limited to embezzlement and theft within the past ten (10) years.
- b. One (1) lesser crime involving financial misappropriation, including but not limited to embezzlement and theft within the past five (5) years.
- c. Two or more (felony and/or lesser crimes) involving financial misappropriation, including but not limited to embezzlement and theft within the past ten (10) years.

R6. Any crime involving harm to a minor.

R7. Any crime involving cruelty to animals.

**Criminal offenses include “Attempted Crimes” in the above classifications.**