

APRIL 10, 2024

The Ontario Hockey Federation (OHF) will conduct the centralization of all Vulnerable Sector Checks for all Team Officials and Team Personnel for the 2024-25 season. This is in addition to screening of all On-Ice Officials that has been in place the past number of years. All Minor Hockey Associations will continue to screen Staff and Board members that are not involved in on-ice programming.

[OHF Website – Vulnerable Sector Checks](https://www.ohf.on.ca/risk-management/ohf-vulnerable-sector-checks/)

The following individuals who are associated with the OHF, Members, hockey leagues, hockey Clubs and/or Associations must adhere to the OHF Screening Policy and submit to the Ontario Hockey Federation:

* Team officials (including but not limited to head coaches, assistant coaches, trainers, managers and at large team officials);
* On-ice officials; and
* Anyone else who, through their duties on behalf of the OHF, a Member, a hockey Club or Association, may work with children (included but not limited to on-ice volunteer, skills coaches, third party skills coaches and dressing room supervisors).

Rationale

* Ensure all screening is being done.
* Reduces number of screening where individuals are changing Associations or participating in multiple Associations.
* Safety of game to ensure players are not around vulnerable individuals

The OHF Vulnerable Sector Checks Process

1. Determine where you need to get your VSC as noted above and get your documents organized:
   * [OHF Letter Requesting Vulnerable Sector Check (download)](https://www.ohf.on.ca/media/qeojm14u/ohf-letter-requesting-vulnerable-sector-check.pdf)
   * [OHF Screening Declaration Form (download)](https://www.ohf.on.ca/media/nohhcaym/ohf-screening-declaration-form.pdf)
2. Once ready with your documents, including the approved VSC from your local police service, [begin your OHF Screening Submission](https://page.spordle.com/ohf/register/1eec69eb-0696-636e-9245-062a1ab93798?context=%7B%22contextType%22%3A%22chat%22%7D%3Fid%3Ds88_mthsgUGOi8KxPBphVRNFN0_ZyflGmReI6w2hk6NUNjVZWE5IQ08zMlJKTzdRWjhOV1E3UEMzOC4u?lang=en&referrer=https%3A%2F%2Fregister.hockeycanada.ca%2Fhome)
   * Gather your HCR # and register for the OHF Screening Process - see video
   * Once registered, click on the link to continue
   * Complete the form, including the adding of your documents (read all instructions to ensure complete accuracy)

## Required Documents

Before entering the OHF Screening Submission Portal, please ensure you have the following information to complete the Vulnerable Sector Check:

1. Hockey Canada Registry (HCR) Number; AND
2. Vulnerable Sector Check (PDF) AND [OHF Screening Declaration Form (PDF)](https://www.ohf.on.ca/media/nohhcaym/ohf-screening-declaration-form.pdf); OR
3. Receipt of Vulnerable Sector Check (PDF) AND [OHF Screening Declaration Form(PDF)](https://www.ohf.on.ca/media/nohhcaym/ohf-screening-declaration-form.pdf)

PLEASE NOTE:

\* All documents must all be in PDF format to be accepted. Should your Vulnerable Sector Check that comes from your police service be password protected, print your PDF off the platform to remove the password encryption. Alternatively you can print the check and scan as a PDF to upload.

\*\* For the 2024-25 season, the OHF will be accepting copies of a Vulnerable Sector Check from 2022-23 or 2023-24 AND the OHF Screening Declaration Form (PDF).

Full Screening process details are available at <https://ohf.on.ca/risk-management/ohf-vulnerable-sector-checks/>

THE GREATER KINGSTON HOCKEY ASSOCIATION CAN NOT UPLOAD THESE DOCUMENTS FOR YOU

IF YOU SUBMITTED A NEW VSC FOR THE 23-24 SEASON TO GKHA RISK MANAGEMENT, YOU WILL NEED TO SEND THESE DOCUMENTS TO THE OHF IN ORDER TO PARTICIPATE IN THE 24-25 SEASON ALONG WITH A [OHF SCREENING DECLARATION FORM (PDF).](https://ohf.on.ca/media/nohhcaym/ohf-screening-declaration-form.pdf)