

CA District 47

District Leagues Using D47 ORI Number

Recent State law require all volunteers to go through training and background checks. This includes managers, coaches, team parents, umpires & snack bar(adults), and any other person 18 years of age or older. AB 506 applies to such volunteers that volunteer more than 16 hours in a month or 32 hours in a year.

California Assembly Bill 506 became law on September 16, 2021. AB 506 requires administrators, employees, and regular volunteers of youth service organizations to:

[\(Bill Text - AB-506 Youth service organizations: child abuse and neglect prevention. \(ca.gov\)\)](#)

- Complete training in child abuse and neglect identification and reporting
- Undergo a background check to identify and exclude any persons with a history of child abuse
- Ensure mandatory reporting of suspected incidents of child abuse to persons or entities outside of the organization
- Require two mandatory reporters whenever in contact or in the supervision of children

Ideally, each League will get their own ORI code and assign their own Custodian of Records. If a league has maintained their not-for-profit with the IRS, the CA DOJ does not charge for the scan. So, the only cost for the scan is that from the scanning vendor. This lowers the total cost for the scans by roughly 50% for not-for-profit entities.

However, since obtaining an ORI code is somewhat complicated and because some district leagues have had some difficulties with their not-for-profit status, District 47 is allowing leagues to use the District's ORI code for their volunteers.

Note that the District 47 Custodian(s) of Records will be the only person(s) capable of viewing Live Scan check results.

If your league wishes to have the district manage the volunteer records, you should do the following:

1. Notify the District that your league will be using the District's ORI code by emailing d47background@gmail.com and include a league designated primary contact name and email address.
2. Have your applicants enter the name of your league in the "Your Number" field under the signature line.

Send a list of individuals – including email (preferred) or phone number - who will be Live Scanned for your league. (The DOJ background check will not show us to which league an individual belongs if they do not provide this information in the "Your Number" field nor does it provide email or phone contact information.)

alternatively

Have your individual volunteers email d47background@gmail.com with their league name once they get live scanned.

3. Provide the partially pre-filled BCIA form to your volunteers for them to complete and take with them to the Live Scan provider.

The district Custodian of Records will maintain a list of those who are approved and send an update to a league representative periodically (e.g. weekly or upon request.)

Note: Part of the State requirement is that volunteers complete Mandated Reporter training. Leagues will need to manage this requirement as well as Little League's Volunteer Application process themselves.

The LL Volunteer Application Form can be accessed here:

<https://www.littleleague.org/downloads/volunteer-application/>

Mandated Reporter Training may be accessed here:

Use this link [Volunteers | Child Abuse Mandated Reporter Training \(mandatedreporter.ca.com\)](https://www.mandatedreporter.ca.com) & complete the training online. (Once you setup an account, select Volunteer training)

Alternatively, you may go through USA Baseball's training [Item Detail - Abuse Awareness for Adults \(usabdevelops.com\)](https://www.usabdevelops.com)

FAQ's

Frequently Asked Questions Regarding the Live Scan Process

Q: What is Live Scan Background Check

A: District 47 uses the Live Scan service to complete background checks on its volunteers.

Live Scan requires only one screening process during your time as a volunteer for the District, however it provides real-time information about our volunteers as profiles change and provides that information through numerous and far-reaching agencies. All local leagues in District 47 are adopting this platform for background checks.

This process is initiated by a fingerprint scan at either sponsored by D47, a D47 league, or at local participating Live Scan Providers. (See below)

The benefits of Live Scan include:

- Live Scan fingerprinting is collected only once and will suffice for the entire duration of your volunteer participation for District 47.
- Live Scan is operated by the Department of Justice.
- The service provides real-time information throughout the year.

For more information and in-depth information about Live Scan, visit <https://oag.ca.gov/fingerprints>

Once you have completed the Live Scan process you will be added to the District 47 approved volunteer list. When your volunteering time at District 47 has come to an end, notify the district and you will be removed from this service.

Q: Who needs to participate in Live Scan?

A: To protect our players, all volunteers involved with our kids are required to be background-checked. This group includes managers, coaches, team parents, umpires & snack bar (adults), and any other adult 18 years or older that volunteer 16 hours in a month or 32 hours in a year.

Q: How do I complete Live Scan?

A: Live Scan can be completed at a local Live Scan Provider

Bring a photo ID and the attached form with your information completed.

If you are processing your Live Scan at a local Live Scan Provider

(We suggest you call in advance to make sure they are staffed to do your Live Scan when you want to visit).

1. Download and print the Live Scan (BCIA) form.
2. Complete the form and bring it to a Live Scan provider location.

Live Scan Local Providers that we have used successfully:

Blue Oaks Mobile Live Scan

Capital Live Scan / Postal Station

PO Box #3805
Chico Ca 95927
(530) 387-4540
Cost \$ 35

1692 Mangrove Ave
Chico Ca. 95928
(530) 893-3999
Cost \$ 32

Additional live scan providers in our district may be found by visiting <https://oag.ca.gov/fingerprints/locations> or google CA Live Scan

Payment at a Live Scan Provider

- 1.) Participants will need to personally pay the Live Scan charge at the time of the scan.
- 2.) Leagues may be able to arrange for payment to a provider or reimburse their volunteers as they wish.

Q: How do I complete the Live Scan Form BCIA 8016?

A: You should use the form that is pre-filled with D47 ORI information.

- Do NOT change the information that is pre-filled in the first section of the Applicant Submission.
 - DO complete the Applicant Information section and sign and date the form.
 - In the "Your Number" field below the Applicant Signature, enter the name of the league you are primarily volunteering for or enter District 47 if you are a district volunteer
(Examples: "District 47", "Chico Eastside", "Orland Baseball", "Orland Softball", "Durham")
- Your level of service is DOJ.

Q: How do I know my Live Scan has been completed?

A: The District Custodian of Records will provide Live Scan results to the designated League primary contact on a periodic basis (likely weekly.)

Q: Who has access to the information, and how am I ensured confidentiality?

A: District 47 has authorized Assistant District Administrator Rick Krepelka to be the sole Custodian of Records with access to the information:

The District ensures confidentiality by following all rules and regulations required by the program and the DOJ.

Q: What if someone is denied as a Volunteer?

A: They will be notified in direct communication by our Custodian of Records.