



**U.S. SOCCER
CONNECT**

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Risk Management Coordinator Directions

If your club has not assigned a Risk Management Coordinator to date, please fill out this form:

<https://epysa.wufoo.com/forms/m1caua5v1kdhed2/>

****The President may not hold the role of Risk Management Coordinator****

How to Clear Background Checks for Your Organization's Coaches

- Login to your Club Connect Admin site (*yourclub.epysalive.org/sam*)
- On the top bar menu, hover over "Tools", then select "Go To Association"
- When in the Association level of your Club, select "Coaches & Volunteers" as well as "2019-2020 Season".

Test Club

ABOUT PLAYERS **COACHES & VOL** TEAMS USERS

2019-2020 Season Find Name Add Filter

TOTAL COUNTS Total Coaches: 4 Total Confirmed: 2

Total Pending: 2

Background Check Status

- Cleared
- Not Cleared (Not Yet Run)

You will get a list of your coaches registered to your organizations. You can view their documents here by scrolling to the right of the screen. After verifying that all documents are correct and meet standards, you can select each coach and use the "Update Status" button on the bottom of the page or bulk select all coaches and Update Status.

Test Club

Bulk Status Update

For the coaches selected choose a status for the option you wish to update. If you attempt to choose a status for a file that has yet to be added to a selected coach your change will not be applied and will remain with a status of "Draft".

Quick Set:

- Coach Photo: Approved
- Sexual Abuse Training: Approved
- Concussion Document: Approved
- Safety Certificate: Approved

Update Statuses Cancel