Rotary District 5170

Youth Protection Process

If you need assistance with the youth protection process the first contact should be your clubs Youth Protection Officer (YPO). If your Clubs YPO is not able to assist they can request assistance from the District Youth Protection Officer: Scot Smithee – smithee@garlic.com

Rotary International has established guidelines for all Rotarians relative to working with youth. This includes any Rotarian who may have **any contact** with youth in a Rotary context. The number of requirements is dependent on the level of contact a Rotarian may have with a young person in any of our Rotary youth programs.

The on-line Youth Protection Awareness Training (YPA) is the most basic training in the Rotary youth protection system. All Rotarians should complete the on-line Youth Protection Awareness Training course. For most clubs, this is a Red Badge requirement. Once the training is completed, it does not need to be taken again. Unique training links are sent to individual Rotarians by the Club Youth Protection Officers.

One you complete the YPA training, you must hit the "Finish" or "Submit" button. Printing results does not submit your results so please don't forget this step to avoid having to take the test over again.

The following Rotarians are required to complete the full Youth Protection Certification process:

- District Governors
- Club Presidents
- Youth Service Chairs
- Youth Protection Officers
- Any Rotarian who may have more than casual contact with youth in a Rotary Context
- Any Rotarian who may have one on one contact with Youth in a Rotary Context

Full youth protection certification requires the following steps:

- On-Line Youth Protection Awareness Training (YPA) – Link sent by club YPO
- Youth Services Volunteer Affidavit (YSVA) Rotary Youth Volunteer Management (yehub.net)
    - Personal Information
    - Personal Interview – Typically completed by the club YPO
    - 3 References (must include valid E-mail Addresses)
- LiveScan Fingerprints - Criminal Background Check – Can be completed at any LiveScan Provider
    - Ensure you use the Rotary District 5170 LiveScan form and keep a copy of the form once your fingerprints are submitted. Any issues will require the ATI tracking number on the completed form.
    - LiveScan Form - LiveScan-D5170.pdf (windows.net)
    - LiveScan Form Instructions - Livescan-instructions.pdf (windows.net)