RAAA Coach & Board Member Compliance Process

1) Go to the RAAA Coach/Volunteer Registration 2024-26 in SportsEngine, and complete the registration.

2) Once complete, you will receive an "Action Required" email from SportsEngine (SE) that will list the compliance items that need to be completed, along with links to complete. This will include up to four items:

a. **Background Check** (required every 2 years, takes 5 minutes to fill out) Will not need completed if a current one is on file. Background check must be completed through NCSI.

b. **Crash Course Concussion Training** by TeachAids (required every 3 years, takes 20 minutes to complete)

This is the course SE is aligned with, and all will need to complete it new to integrate with the SE compliance system. *Coaches/Volunteers are responsible for keeping a copy of their certificates for future reference.*

c. **Abuse Prevention Systems Training** (required every 2 years, 75 minutes to complete)

This is the course SE is aligned with, and all will need to complete it new to integrate with the SE compliance system.

d. **Positive Coaching Alliance (PCA) Training Fulfillment Registration** (to record a previously attended workshop date, or the plan to attend the next) All will need to complete and record the date completed.

If anyone needs their current PCA compliance date to enter, go to My Registrations on SportsEngine profile, and click into the details of previous RAAA Coach Registration.

The "Valid from" dates will not be accurate for PCA. RAAA will continue to let you know when this compliance expires, but the Fulfillment Registration needs to be completed.

3) Follow links in the email to complete items within a week.

Once teams are formed and rostered within MN Softball, one coach from every team will need to complete the required ACE Training. There is a small fee for this $25 - $30, if you pay out of pocket, please submit receipt and you will be reimbursed. Only one coach from each team needs this, please work with the other coaches on your team at the start of the season to designate who completes this.

Thank you for your partnership on this. Please let us know if you have any questions!

Rosemount Traveling Softball Board