



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, 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, 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 to record their date.
- If anyone needs their current PCA compliance date to enter, they can go to [My Registrations](#) on their SE profile, and click into the details of their previous RAAA Coach Registration.
- The “Valid from” dates will not be accurate for PCA, so RAAA will continue to let you know when this compliance expires, but the Fulfillment Registration needs completed.
- 3) Follow links in the email to complete items within a week.

Thank you for your partnership on this, and let us know if you have any questions!

Rosemount Traveling Softball Board