

APPENDIX F – CRIMINAL RECORD CHECK/VULNERABLE SECTOR SCREENING DEFINITIONS

Criminal Records Check (CRC)

A Criminal Record Check is a search that is used to determine whether an individual has a criminal record. The search can be based on an individual's name and date of birth, or for much greater assurance, it can be based on fingerprints for positive identification.

A Criminal Record Check is performed against the national repository of criminal records maintained by the Royal Canadian Mounted Police (RCMP), which holds approximately 4.2 million records.

Checks are also in many cases performed against a Canadian police service's local records.

Vulnerable Sector Screening (VSS)

A VSS check is initiated by the local police in the jurisdiction where the individual lives.

A VSS check is designed to protect vulnerable participants from dangerous offenders by uncovering the existence of a criminal record and/or a pardoned sexual offence conviction and is recommended as part of an overall employment or volunteer screening process. The results of the check can help to determine whether an individual is suitable to work in positions where they will be in close contact with vulnerable people.

The police will use the Canadian Police Information Centre (CPIC) system as well as their own database to conduct a background search based on an individual's name, gender and date of birth. If the gender and date of birth match to a pardoned sex offender record, the individual will be asked to provide fingerprints to confirm his or her identity. Be assured that:

- This is not an accusation of criminality: fingerprints are used to confirm identity only.
- Fingerprints will be destroyed after 90 days - when the check is complete. As with all civil checks, the RCMP does not keep fingerprints on file and they will not be searched for future purposes.