



ONTARIO WOMEN'S HOCKEY ASSOCIATION  
225 Watline Avenue  
Mississauga, Ontario, L4Z 1P3  
Phone: 905-282-9980  
Email: [clinics@owha.on.ca](mailto:clinics@owha.on.ca)  
[www.owha.on.ca](http://www.owha.on.ca)

### **Eligibility to Officiate**

With the 2024-2025 officiating season approaching, it is critical for Officials to ensure they have the proper screening as outlined below.

### **On Ice Officials under the age of 18**

Due to changes imposed by the new Police Record Checks Reform Act (PRCRA) legislation, effective November 1, 2018, a police check for persons under 18 years of age UNLESS applying for a position with a government agency (federal, provincial or municipal), will not be processed.

Therefore, applicants under the age of 18 **will not** be required to obtain a Police Record Check

### **On Ice Officials over the age of 18**

On Ice Officials 18 years of age and over are required to submit a Vulnerable Sector Check (VSC) and/or the Screening Declaration Form each year.

The Screening Policy has been updated for 2024-25 so that Criminal Record Checks will no longer be accepted when submitting a new record check. All On Ice Officials must adhere to this Policy and submit yearly screening as set out below to be eligible for participation.

Every three (3) years On Ice Officials will be required to submit a new Vulnerable Sector Check (VSC). All On Ice Officials must adhere to this Policy. If you already have valid screening (not expired) that has been submitted, please proceed to the cycle year you are currently in.

***i.e. you have valid screening (either VSC or CRC) that expires May 2025 or 2026, you are only required to submit a Screening Declaration Form through the Screening Submission Portal.***

### **Submission of your record check will be as follows:**

Year 1

Submit a Vulnerable Sector Check and online Declaration form via the Screening Submission Portal.

Year 2:

Complete the online Declaration Form via the Screen Portal

Year 3:

Complete the online Declaration Form via the Screen Portal

Year 4:

Submit a Vulnerable Sector Check or an Enhanced Criminal Record Check and the online Declaration form via the Screening Submission Portal.



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Year 5:

Complete the online Declaration Form via the Screening Submission Portal

Year 6:

Complete the online Declaration Form via the Screening Submission Portal

Year 7:

Submit a Vulnerable Sector Check or an Enhanced Criminal Record Check and the online Declaration form via the Screening Submission Portal.

Year 8:

Continue cycle.

Methods of submission are through the Screening Submission Portal

If the on-ice official is deemed ineligible through review of their VSC or the online Screening Declaration Form, they will be notified.

If you were a bench staff and Official during the 2023-2024 season and your screening is no longer valid but should be, please reach out to [screening@ohf.on.ca](mailto:screening@ohf.on.ca).

**NEW** Officials must also create an account through the new HCR 3.0 platform.

How to create HCR 3.0 Account:

1. Go to: <https://register.hockeycanada.ca/home>
2. Click on the login tab at the top right of the page then proceed to "Sign Up"
3. Sign up with the email you wish to use for your account.
4. The system will prompt you to complete your account information – please complete all required fields, then click "Sign Up"
5. The system will require a 6-digit verification code. You will receive an email with this code. (Note: Please Check your Junk Mail for an email from HCR Hockey Canada.)
6. Once you have completed the set up, you should be able to log into your account by entering your email and password.

For returning officials, to verify if you have active screening, please visit your HCR / Spordle account and click on the View Profile button. Your screening will either show green for valid or red for expired.

Any questions or concerns pertaining to this process please, communicate to: [screening@ohf.on.ca](mailto:screening@ohf.on.ca).