

As a Scouting volunteer, you understand the importance of keeping children safe. A recent bill (AB 506) was passed by the State of California requiring volunteers and staff of Youth Service Organizations to complete training in child abuse and neglect reporting, and undergo Live Scan Background Checks (digital version of inked fingerprinting). AB 506 went into effect on January 1, 2022 and all registered BSA volunteer positions and employees, including camp staff, must comply.

To access the required State mandated Reporter Training and to get the forms needed for the Live Scan, please visit our Council website at www.ciecbsa.org.

On the home page, click on AB 506 Resources banner.

STEP 1: Click on where it says “Required State Mandated Reporter Training” – Complete Training Here. This will redirect you to the Mandated Reporter Training site and you will take the Volunteer Training.

STEP 2: Once you have completed the training, go back to the AB 506 page on our Council website and upload the training completion certificate by clicking on the “Upload Training Certificate”. That will redirect you to the California Scouting page where you will fill out your information and then upload your form.

STEP 3: Once you have completed the training, you are ready to be Live Scanned.

STEP 4: Go back to the AB 506 page on our Council website, review the Compliance Policy linked near the bottom of the page, and then fill out the Background Check Consent form

STEP 5: Last, you will click on the “BCIA 8016 CIEC Volunteer Form” and complete the Applicant Portion of the form. Print the form

STEP 6: Locate a Live Scan facility and bring the complete BCIA 8016 Volunteer Form to the Live Scan service provider.

It is critical that you use our Council’s Live Scan form (located on our AB506 Resource page), as it includes our Council’s routing information for your background check.

Find the Live Scan site nearest to you at <https://www.certifixlivescan.com/> or following the “Find A Live Scan Location” link on the Council resource page that will redirect you to the California Department of Justice website for Live Scan locations. Some have the option to schedule an appointment while others are open to walk-ins. There will be a fingerprint rolling fee (\$15 – \$40) and a FBI background check fee (\$17) to be paid to the Live Scan service provider.

STEP 7: Email the completed consent form for the background check along with a copy of the Live Scan form (you should be provided a copy of the form at the Live Scan location) to cynthia.ruiz@scouting.org.