



# BACKGROUND SCREEN RED FLAG FILING AN APPEAL



## 1 READ

If you received a red light on your Background Screen and your Background Screen was rejected, review [USA Archery's \(USAA\) Safe Sport Policy and Background Screen Criteria and Review Policy](#), [Background Screen Procedures](#) for information on how to file an appeal.



## 2 REQUEST

Request a secondary review by emailing [athletesafety@usarchery.org](mailto:athletesafety@usarchery.org) at any time after receiving the red light on your Background Screen.

Include the reason for needing a current Background Screen, for example you need it for your Level 2 Instructor Certification, and write a short description about the offense. It is helpful to know what occurred and what the outcome was.



## 3 REVIEW

The USA Archery Board of Justice will review all Background Screen Appeals. The Board of Justice may request additional information, so please make sure to respond in a timely manner.

The Board of Justice will staff the case internally and may or may not escalate the review to a hearing.



## 4 HEARING

If the Board of Justice sets a hearing on the matter, you will be provided the opportunity to address the hearing panel directly. The hearing panel will also be able to ask you any questions that they may have about the offense.



## 5 DECISION

The Board of Justice will issue a decision.

The Board of Justice may grant the appeal and overturn the red light (rejection). The offense will continue to be flagged on any future Background Screens, however, no appeal is needed pending there are no new offenses. Simply email [athletesafety@usarchery.org](mailto:athletesafety@usarchery.org) to have USAA update your Background Screen status.

The Board of Justice may deny the appeal and uphold the red light (rejection). If you disagree with the decision, you may appeal the decision by filing a demand for arbitration with the American Arbitration Association ("AAA") within thirty (30) days of the decision. A decision rendered by the AAA shall be final and binding on all parties.