This report generates a comprehensive compliance report for selected U.S. Figure Skating members who have been identified as Coaches, Learn to Skate USA® Instructors, Directors and Asst. Directors (LTS), Officials, Team Personnel, Club Board members, Test Partners and Mandatory Athletes, stating their compliance as either, "Compliant", "Not Compliant", or "Optional."

1. Access Members Only
2. Click the hamburger menu on the top-left side of the screen
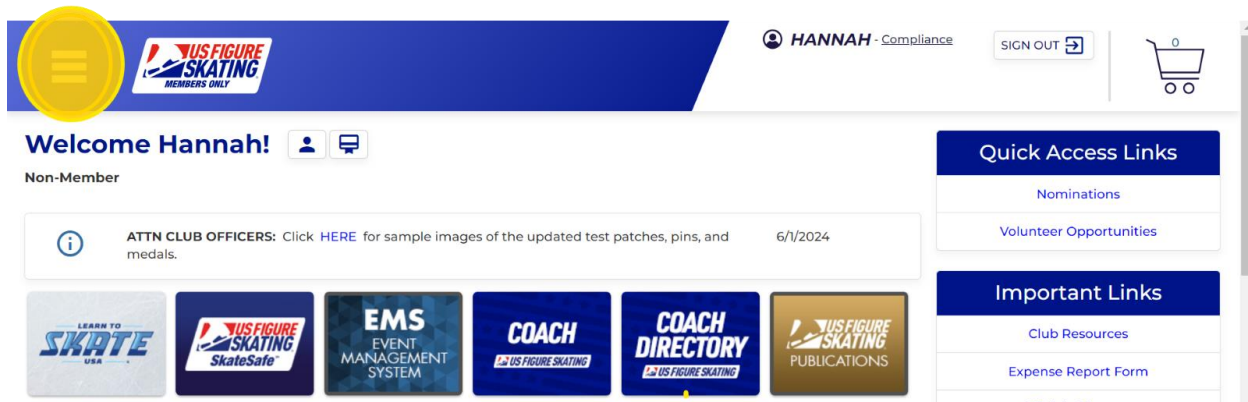
3. Click the "SkateSafe®" drop down menu
4. Click the "Compliance Report" option
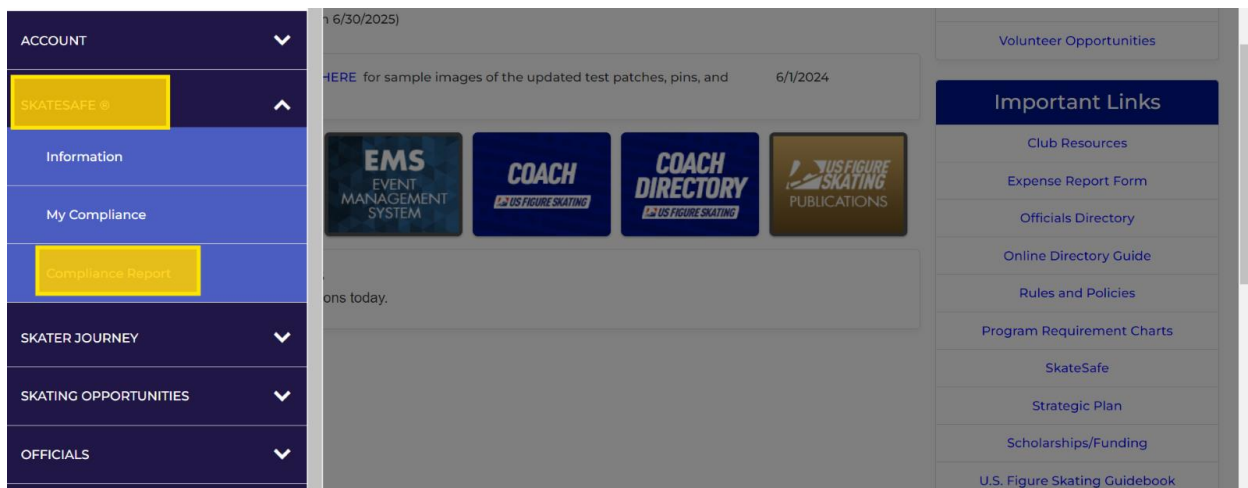
5. Once open, search for a member by using their full name as it appears on their profile or by using their member number.

6. Select a target date (i.e., compliant through date) to view their compliance as of that date.
7. Select a compliance group (i.e., role) you want to check compliance for. This is the best tool to utilize if a member serves in various roles but only needs compliance for one role for a specific event.
8. Select either all, U.S. Figure Skating, or Learn to Skate USA® under the "Show Compliance For" group to see targeted results for the event compliance is needed for.
9. Generate the report.

When reading the report, note that if you select a compliance group an individual is not identified as (i.e., selecting a coach role for a volunteer), their compliance will be shown as if they are in that role. Additionally, you will see an "Overall Compliance" box which may indicate "Not Compliant" as of the target date. This does not mean that the individual cannot participate in the desired role if all compliance items are met in that role. Rather, this means that there is at least one role that the member is not fully compliant with—which is why we highly recommend utilizing the "Compliance Groups" function!

Please contact your local club's SkateSafe® Compliance Chair or skatesafe@usfigureskating.org if you have any questions regarding compliance verification.