



VULNERABLE SECTOR ASSESSMENT TOOL

VULNERABLE SECTOR POSITION ASSESSMENT TOOL: IS A VULNERABLE SECTOR CHECK NECESSARY?

Using this VS Position Assessment Tool, and the Flow Chart, organizations can help determine whether a Vulnerable Sector Check is necessary for the position. *This is a guide only. This tool is intended to provide guidance, not preclude or limit consideration of other relevant factors, as assessed by the organization.* Step 1: complete this VS POSITION ASSESSMENT. Step 2: complete the VULNERABLE SECTOR FLOW CHART by referring back to Step 1. This goal is to identify those positions for which you might want to request a Vulnerable Sector Check.

STEP 1: VS POSITION ASSESSMENT TOOL

ASSESS POSITION		DETAILS
Position Title		
Location/Setting:		
Responsibilities:		
	Yes or No	
Client/People Served by position: <ul style="list-style-type: none"> ✓ under 18? ✓ over 65? ✓ intellectual/development disabilities? ✓ increased risk of harm by person in position of trust or authority? 		
Position: Is there trust or authority over the client/person? Is client/person dependent on volunteer?		
Level of Supervision: Ongoing? Unsupervised?		

STEP 2: VULNERABLE SECTOR CHECK

This screening tool is responsive to the limits of the Criminal Records Act regarding Vulnerable Sector Checks. This screening tool is intended to assist in identifying those exceptional, specific positions involving vulnerable individuals. Unsupervised positions of trust in relation to vulnerable populations will justify more in-depth employee screening, of which a record check is one justifiable component. *This tool is intended to provide guidance, not preclude or limit consideration of other relevant factors, as assessed by the organization.*

