

About the Police Vulnerable Sector Check (PVSC)

What is a Police Vulnerable Sector Check (PVSC)?

The Police Vulnerable Sector Check (PVSC) (also known as the Vulnerable Sector Screening (VSS)) is a type of police check restricted to applicants seeking employment and/or volunteering, in Canada, who are in a position of authority or trust relative to vulnerable individuals. It is a collection of offence information, including convictions, outstanding warrants, charges and judicial orders available from a local police agency's records management system and other systems/records where authorized. This check will include sexual offence convictions for which the individual has received a record suspension where authorized by the Minister of Public Safety and Emergency Preparedness.

This check will include the following information as the record exists on the date of the search:

- Criminal convictions from CPIC and/or local databases
- Summary convictions for five years, when identified
- Findings of Guilt under the Youth Criminal Justice Act within the applicable disclosure period
- Outstanding entries, such as charges and warrants
- Absolute and conditional discharges
- In exceptional cases, where it meets the Public Safety Assessment, non-conviction dispositions including, but not limited to, Dismissed, Not Guilty, Stayed, Withdrawn
- Not Criminally Responsible by Reason of Mental Disorder, and (h) All record suspensions as authorized for release by the Minister of Public Safety.

This check DOES NOT include:

- Convictions under provincial statutes
- Local police contact
- Ministry of Transportation information (PARIS)
- Special Interest Police (SIP) category of CPIC
- Family Court Restraining Orders
- Foreign information
- Any reference to incidents involving mental health contact

- Diversions, (i) Youth Criminal Justice Act (YCJA) information beyond applicable disclosure period
- Any reference to contagious diseases.

Why is a PVSC a requirement of the program?

The CommunAbility e-Mentorship program matches adult volunteers with disabilities with post-secondary students with disabilities. Based on the eligibility criteria, we anticipate that most mentee participants would not fall into the category of vulnerable persons as it is defined under Canada's Criminal Record Act. However, due to the nature of disability, the possibility exists that a mentee participant may be an individual who is at a greater risk than the general population of being harmed by a person in a position of authority or trust relative to them. As part of our duty to care, we believe that our screening and selection process for volunteer mentors should include a PVSC.

Where and how do I apply for a PVSC?

To obtain a PVSC you must apply to the police service in your community. Proof of residence is required in most cases. For some communities PVSC are provided by a detachment of the Ontario Provincial Police (OPP).

The process for obtaining a PVSC may differ for one police service to the other. Typically, an individual is required to complete an application form and submit it with payment in person to the police service office in their community. However, some police services now offer the option to submit an application and pay for a PVSC online. In addition to the application documents, some police services may require a letter from the agency requesting the PVSC. CommunAbility will provide mentor candidates who complete the first phase of the application process with this letter.

[Click here to access information about applying to a police service in your community](#)<please hyperlink text to "Ontario police services list" page>.

NOTE:

1. The results of the VSS are not disclosed by police services to an agency. The choice to disclose the results of a PVSC is voluntary. However, to participate in our program we require applicants to share the results of their PVSC.
2. A PVSC previously obtained for another purpose will be accepted if completed within 6 months of the date of application to the CommunAbility e-Mentorship Program.

How much does it cost?

The cost for a PVSC varies depending on the police service. The cost typically ranges from \$20-\$60. Most police services provide discounted rates and a few will waive the fee for volunteers if they can provide a letter from the agency where they plan to volunteer. CommunAbility will provide mentor candidates with this letter.

Will I be reimbursed for the cost of a PVSC?

CommunAbility e-Mentorship program is able to reimburse the cost of a PVSC for candidates who complete the first phase of the application process successfully, regardless of whether the candidate is accepted as a volunteer mentor. Please note that proof of payment is required for reimbursement. The cost of a valid PVSC obtained prior to applying to the program and/or for another purpose will not be reimbursed.

How long does it take to get the results?

The processing time can vary depending on the police service and factors such as the volume of requests and whether other processes (e.g., fingerprinting) are required. Information about processing times often posted online by [police services offering there PVSC service](#). <please hyperlink text to “Ontario police services list” page>

How do I submit the results of my PVSC?

Candidates can submit an electronic copy of their results to admin@communability.ca or send a hard copy by mail to the address below.

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