UTIA Programs for Minors
Volunteer Classification Decision Tree

START

Does the volunteer work in direct contact with minors?

Direct Contact is defined as instruction, care, supervision, guidance, or control of a minor, and/or routine interaction with a minor.

Minor/Child is defined as a person who is under eighteen (18) years of age or who is reasonably presumed to be under eighteen (18) years of age.

NO →

YES ↓

Does the volunteer have any overnight access or responsibilities or regular, frequent contact with minors for more than two weeks, cumulatively over a 12 month period?

NO ←   **YES** →

LEVEL 1

Works under the supervision of a UTIA employee at all times and has no contact with minors.

All UTIA Volunteers
1. Enroll volunteer in applicable tracking system (IRIS/SUPER).
2. Provide program specific training.

Extension Volunteers
1. Application:
   • Complete Section 1 (Items A-E)
   • Complete Section 2
   • Section 3 is optional
2. View Online Orientation Module.

LEVEL 2

Occasional or intermittent direct contact with minors with no overnight access or responsibilities.

All UTIA Volunteers
1. Complete check of National Sex Offender and TN Abuse Registry every two years.
2. Enroll volunteer in applicable tracking system (IRIS/SUPER).
3. Provide program specific training.

Extension Volunteers
1. Application:
   • Complete Sections 1, 2, and 4
   • Section 3 is optional
2. View Online Orientation Module.

LEVEL 3

Frequent or regular contact with minors with possible overnight access or responsibilities.

All UTIA Volunteers
1. Complete check of National Sex Offender and TN Abuse Registry every two years.
2. Initiate background check (BGC) for volunteer every four years unless volunteer has a current BGC on file with a partnering agency.
3. Read and sign TN Law on Mandatory Reporting of Child Abuse (one time).
4. Complete Child Protection Training (every two years) either in K@TE or in facilitator led session.
5. Enroll volunteer in applicable tracking system (IRIS/SUPER).
6. Provide program specific training.

Extension Volunteers
1. Application:
   • Complete Sections 1, 2, and 4
   • Section 3 is optional
   • Complete Section 5 - Background Check Consent, if using local agency.
2. View Online Orientation Module.
3. Deliver Core Training.

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https://utiahr.tennessee.edu/programs-for-minors/

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