



## VOLUNTEER BACKGROUND SCREENING DIRECTIONS

To complete your volunteer background screening, follow the directions below:

1. Log on to <https://ymcabcvolunteerportal.net>
2. Review text on the Welcome Page, enter the password: Ymcabc9622 and click "I Agree".
3. Enter Personal Information.
  - a. All fields marked with a "\*" are required.
4. Click "Next"
5. Review all information to ensure its accuracy before proceeding.
  - a. If you need to make any corrections you can click on the "Edit" link or the "Previous" button to return to the Personal Information page.
6. Click "Complete" to process your search.

**\*\*\*Please Note the following\*\*\***

Only complete the background screening one time. If you are unsure if the screening was complete please contact Jessica Ganson at 954.334.9622 or e-mail at [jganson@ymcabroward.org](mailto:jganson@ymcabroward.org).