

COMPLIANCE: COACHES & TEAM PERSONAL



Access Path: EMS > [Competition Management](#)

The EMS Compliance page displays compliance details for coaches and team personnel identified through a competition registration or portal. Regular updates to the report occur for background checks and insurance information. The compliance requirement for coaches is determined by the level of their participating competitor(s).

1 After logging in to Members Only (m.usfigureskating.org), click **Competition Management > Competition Name > Compliance**.

2 Click **Compliance Report** to obtain a full spreadsheet report.

3 Click Qualifying Events Coaches, Nonqualifying Coaches, Compete USA Event Coaches, Foreign Coaches or Team Service Personnel to access the preferred report.
Note: The tabs available will depend on the events and participants.

4 You are able to filter each report by clicking the **Filter** button above the search bar.

5 To review an individual's compliance details, click the arrow to the right of the individual's name.

Note: Click the arrow to close the pop-up compliance window.

6 To communicate with all individuals on screen or the filtered list, click the email icon. Refer to the [communication quick reference](#) for instructions.

