

The decision to use a PIC or a VSC is part of the screening process and is determined by the level of risk associated with a volunteer position. Generally, the higher the risk, the greater degree of screening is necessary for the position. Using the Risk Assessment Matrix below, you can determine the level of risk for volunteers and the level of screening required for your volunteer positions.

	MINIMAL RISK	LOW RISK	MEDIUM RISK <sup>1</sup>	HIGH RISK
PARTICIPANTS / CLIENTS	Volunteer is in a role that does not involve a lot of interaction with participants.	Interaction is minimal and supervised by a paid employee. Interaction is with all types of participants.	Interaction is frequent and may be supervised by an employee or senior volunteer on an infrequent basis. One-on-one access may occur in certain situations	Interaction is frequent and volunteer is in a position of trust or authority with a vulnerable person. Volunteer has unsupervised access to vulnerable populations.
SETTINGS	Volunteer works in isolation with no interaction with participants.	Public, non-intimate setting, and/or open space with high visibility and supervision.	Space with limited visibility and infrequent supervision.	Space with no visibility or supervision.
SUPERVISION/ACCESS	Supervision is present at all times.	Supervisor is regularly present.	Infrequent supervision by paid employee or senior volunteer or parent.	Little to no supervision.
NATURE OF THE RELATIONSHIP	No contact/minimal contact with participants. <i>(e.g. administrative support, social media volunteer, gift shop attendant).</i>	Casual, non-intimate relationships that occur in brief interactions and/or over short periods of time <i>(e.g. classroom volunteer, special event volunteer).</i>	Personal relationship that develops, grows, and extends over time. Intimacy and trust may be developed. <i>(e.g. driver, camp counselor, intake worker).</i>	One-on-one relationship, position of trust and authority. Personal relationship is developed between the volunteer and the participant. <i>(e.g. coach, respite caregiver, a mentor).</i>
DEGREE OF PHYSICAL CONTACT	No physical contact with participants.	Infrequent and/or supervised physical contact with vulnerable populations.	High degree of physical contact between the volunteer and vulnerable clients - a close relationship may be developed, but the volunteer does not necessarily have access to client at all times or does not have decision making power.	High degree of physical contact between the volunteer and the vulnerable clients - client and volunteer role is dependent upon the development of a close, personal relationship.

<sup>1</sup> Volunteer positions in the medium or high risk category *may be* eligible for the Vulnerable Sector Check Fee Waiver under the Volunteer Screening Program. Please refer to the eligibility and guidelines to determine if the Vulnerable Sector Check Fee Waiver is applicable.