**LEVEL 1 FACULTY AND STAFF**
Faculty and staff works under supervision of Camp Director at all times and has no direct contact with minors.

Faculty and staff must:
- Read Standards of Conduct for Covered Adults – Appendix E
- Read and Sign TN Law on Mandatory Reporting of Child Abuse and Child Sexual Abuse. Appendix B

**Start Here**

Does the faculty and staff work in direct contact with minors?

- **NO**
- direct contact is the instruction, care, supervision, guidance, control, and/or routine interaction with a minor.
- a minor is any person who is under eighteen (18) years of age, or who is reasonably presumed to be under eighteen (18) years of age.

**LEVEL 2 FACULTY AND STAFF**
This faculty and staff has direct contact with minors with no overnight involvement and no frequent contact for longer than two weeks with minors.

Faculty and staff must:
- Read and Sign TN Law on Mandatory Reporting of Child Abuse and Child Sexual Abuse. Appendix B
- Complete Child Protection Training (Online in K@TE or face-to-face) every two years. https://hr.utk.edu/child-protection-training-for-covered-adults/
- Read Standards of Conduct for Covered Adults – Appendix E

Agent/Designate:
- Initiate background check (BGC) for faculty/staff (every four years).*

**LEVEL 3 FACULTY AND STAFF**
This faculty and staff has direct contact with minors with possible overnight involvement and does have frequent contact for longer than two weeks with minors.

Faculty and staff must:
- Read and Sign TN Law on Mandatory Reporting of Child Abuse and Child Sexual Abuse. Appendix B
- Complete Child Protection Training (Online in K@TE or face-to-face) every two years. https://hr.utk.edu/child-protection-training-for-covered-adults/
- Read Standards of Conduct for Covered Adults – Appendix E
- If transporting students, must have a valid driver’s license.

Agent/Designate:
- Initiate background check (BGC) for student (every four years).*