IMPORTANT NOTICE DUE TO POSTPONEMENT OF THE 2020 PARALYMPIC GAMES
May 18, 2020

Following the IPC’s announcement that the Tokyo 2020 Paralympic Games have been rescheduled to take place August 24-September 5, 2021, this notice and the information below serve as an announcement of amendment(s) to the United States Association of Blind Athletes’ Staff Selection Procedures.

<table>
<thead>
<tr>
<th>Section of Procedures</th>
<th>Page #</th>
<th>Amendment Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 2: USABA Games Staff Position Criteria</td>
<td>Page 3</td>
<td>Updated Code of Conduct version from “2019” to “2021”.</td>
</tr>
<tr>
<td>Section 3: USABA Process To Express Games Staff Position Interest</td>
<td>Page 3</td>
<td>Updated selection process for Team Leader Games Staff position. “Chief Executive Officer” now leads selection, an edit to the former reference of “Executive Director”.</td>
</tr>
<tr>
<td>Section 5: Removal of Games Staff</td>
<td>Page 4</td>
<td>Added reference to USABA Athlete Safety policy in Section 5.4.</td>
</tr>
<tr>
<td>Section 6: Replacement of Games Staff</td>
<td>Page 4</td>
<td>Added reference to USABA Athlete Safety policy.</td>
</tr>
<tr>
<td>Section 7: USABA Games Staff Approval Committee</td>
<td>Page 5</td>
<td>“Chief Executive Officer” added to Approval Committee, this is an edit to the former reference of “Executive Director”.</td>
</tr>
<tr>
<td>Section 9: Date of Nomination</td>
<td>Page 5</td>
<td>Nomination date for Games Medical Staff added as January 15, 2021. Nomination date changed from July 8, 2020 to July 8, 2021 for all other Games Staff.</td>
</tr>
<tr>
<td>Attachment B: USABA Code of Conduct</td>
<td>Page 9, 10</td>
<td>Updated Code of Conduct version and references from “2019” to “2021”</td>
</tr>
<tr>
<td>Various References</td>
<td>Varied</td>
<td>Changed reference of “United States Olympic Committee” to “United States Olympic and Paralympic Committee” and “USOC” to “USOPC” throughout the document.</td>
</tr>
</tbody>
</table>

These procedures provide for selection of USABA’s Games Staff [Team Leader, Coach(es), and/or Additional Officials] for 2020 Tokyo Paralympic Games
However, accreditation allocation is not guaranteed and will be based on final USOPC credential allocation and overall Team size. Responsibility of payment for allocated accreditations will be determined by the USOPC and USABA.

1. Describe the specific Games Staff position(s) the NGB/HPMO/PSO is requesting.

<table>
<thead>
<tr>
<th>USOPC Role Name - (Games Function)</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Leader</td>
<td>Serve as primary point of contact and liaison between the USOPC and USABA, prior to, during and after the Games.</td>
</tr>
<tr>
<td>Coach (1 Head Coach/1 Assistant Coach for Men’s team; 1 Head Coach/1 Assistant Coach for Women’s team)</td>
<td>Prepare athletes/teams for success on the field of play.</td>
</tr>
<tr>
<td>Medical (1 Athletic Trainer for Men’s team, 1 Athletic Trainer for Women’s team)</td>
<td>Support Teams by providing medical services to athletes that prevent or treat injuries before, during and/or after competition.</td>
</tr>
</tbody>
</table>

2. What are the USABA’s criteria for the above Games Staff position(s). USABA’s Games Staff must:

2.1. Successfully pass the National Center for Safety Initiatives’ (NCSI) background screen in accordance with the current USOPC Games Background Check Policy prior to nomination.
   2.1.1. Should a nominee experience any event between the time the background check is conducted and the relevant Games that may change his/her background check status, the nominee must inform USABA and/or USOPC.
2.2. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
2.3. Have the ability to work effectively with the USOPC.
2.4. Have strong administrative, communication and organizational capabilities/skills (if applicable).
2.5. Be responsible for Team’s adherence to all rules regarding discipline at the Games (if applicable).
2.6. Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings (if applicable).
2.7. Be available for entire duration of the Games (if applicable).
2.8. Have the USABA’s approval to make financial decisions regarding the Team (if applicable).
2.9. Possess high level, specific technical and tactical knowledge of the sport (if applicable).
2.10. Have thorough knowledge and understanding of the IF rules and regulations governing the sport (if applicable).
2.11. Demonstrate ability to establish harmonious relationships with athletes and other Team personnel.
2.12. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
2.13. Be listed on USABA’s Long List and must have successfully completed all Games Registration requirements by stated deadline.
2.14. Participate in USADA training as required for position (if applicable).
2.15. Be a USABA member in good standing.
2.17. Successfully complete the US Center for SafeSport awareness training and education program.

In addition, Medical Personnel must:

2.17. Possess the appropriate certifications.
2.18. Pass a medical credential review in addition to the approved USOPC Games Background Check, which will be a combined check managed through USOPC Sports Medicine (separately arranged background checks will not be considered).
2.20. Have experience with working with blind athletes and the sport of goalball.
2.21. Be approved for nomination through the USOPC’s Sports Medicine Division.

In addition, Coaches must:

2.22. Possess a high level of specific technical and tactical knowledge of the sport.

3. Describe the process that candidates shall follow to express interest in being considered for a Games Staff position, in each category below:

Team Leader: The USABA Chief Executive Officer will select a candidate who has worked with the national goalball team’s and has an existing relationship with the coaches and athletes. This position will not be publicized and/or posted and there is no application process as the position will be filled by an individual who meets all criteria outlined in Section 2 of this document.
Coach(es): Two head coaches (Men’s and Women’s) and two assistant coaches (Men’s and Women’s) will be requested. These positions will not be posted or publicized as USABA will use existing staff currently contracted to oversee their respective National Teams.

Medical: Two athletic trainers (Men’s and Women’s) will be requested. Although these are volunteer positions, we will nominate athletic trainers who have experience with our national team athletes. These individuals understand the athletes’ medical histories and have been involved in providing ongoing medical support throughout the 2020 Quad.

4. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s) listed below:

USABA will not solicit applications for any Games Staff positions the individuals to be named in accordance to Section 3 have worked with our National Team athletes and have the knowledge, expertise and experience necessary to support USABA National Teams.

5. Describe the removal of Games Staff:

An individual who is to be nominated to the above-listed Games Staff position(s) by the NGB/HPMO/PSO may be removed as a nominee for any of the following reasons, as determined by the NGB/HPMO/PSO.

   5.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the NGB/HPMO/PSO Executive Director/CEO/President.
   5.2. Injury or illness as certified by a physician (or medical staff) approved by the NGB/HPMO/PSO. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the NGB/HPMO/PSO, his/her injury will be assumed to be disabling and he/she may be removed.
   5.3. Inability to perform the duties required.

Once the Games Staff nomination(s) is accepted by the USOPC, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable USABA Code of Conduct and Program Participant Agreement, the USOPC’s Games Forms apply. The USOPC’s Games Forms are available as part of Games Registration prior to the respective Games.

6. Describe the replacement of Games Staff:

In the event that the Nominated Games Staff member is unable to perform the duties of the position(s) for injury, illness, Code of Conduct or Athlete Safety Policy violation or any other unforeseen circumstances that would result in the need to replace him/her, the
replacement candidate must meet all of the applicable criteria listed in Section 2 above and be selected through the same process as outlined in Sections 3 and 4.

7. Which group/committee will make the final approval of the Games Staff position(s)?

For those positions that will not be filled with existing USABA employees or individuals on a contract with USABA, the following committee will be used to make final approval of Games Staff positions:

- USABA Chief Executive Officer
- USABA Men’s Head Goalball Coach (for Men’s staff only)
- USABA Women’s Head Goalball Coach (for Women’s staff only)
- AAC/USABA Athletic Representative

8. Conflict of Interest:

An individual involved in the selection process who has a conflict of interest must disclose this information, and recuse him or herself and not influence others regarding the discussions, meetings or decisions involving the selection of the Games Staff position(s). If there is an issue concerning whether a conflict of interest exists, the NGB’s/HPMO’s/PSO’s Board or Ethics Committee, as appropriate, shall determine if a conflict exists.

9. Date of Nomination:

The Games Staff Nomination Form with the Staff nominee’s name, including the name of a replacement (if applicable), will be submitted to the USOPC on or before:

- Medical Staff: January 15, 2021
- All other Staff: July 8, 2021

10. Publicity/Distribution of Procedures:

The USOPC approved selection procedures (complete and unaltered) will be posted/published by USABA in the following locations:

10.2. These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOPC.
10.3. Other (if any): None.
* If the USOPC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Selection Procedures being submitted by the NGB/HPMO/PSO, he/she may submit those reasons in writing to his/her Sport Performance Team.

* If, for some reason, a sport does not have an elected USOPC AAC Representative, the NGB/HPMO/PSO must designate an athlete from that sport to review and sign the Selection Procedures.

---

**From:** matthewhsimpson77@gmail.com  
**Sent:** Thursday, May 21, 2020 3:00 PM  
**To:** Kevin Brousard  
**Cc:** Mark Lucas; Jake Czechowski; Keith Young  
**Subject:** RE: Tokyo Staff Selection Criteria Amendment

Hi Kevin, I have seen and approve. Thanks.

---

**From:** Kevin Brousard <kbrousard@usaba.org>  
**Sent:** Tuesday, May 19, 2020 6:39 PM  
**To:** Matt Simpson <matthewhsimpson77@gmail.com>  
**Cc:** Mark Lucas <mlucas@usaba.org>; Jake Czechowski <jczechowski@usaba.org>; Keith Young <kyoung@usaba.org>  
**Subject:** Tokyo Staff Selection Criteria Amendment

Hi Matt,

We have been working with the USOPC to amend the Tokyo staff selection criteria. The adjustments primarily compose of updating language, dates, etc from the Games postponement and the CEO position title change. Attached is the amended version for your approval or further input. If you approve the document as is, please respond to this email verifying your approval. You’ll find the amendment breakdown at the start of the document.

Thanks,

- Kevin

Office: (719) 866 3019 / Cell: (949) 899 0728
Attachment A

USOPC Sports Medical Games Requirements

PURPOSE

The USOPC has developed medical requirements to ensure the safety of athletes during Games (Olympic, Paralympic, Pan American and Para Pan American, etc.). This policy addresses equipment requests and minimum standards for all NGBs/HPMOs/PSOs (NGBs from here forward) and medical providers attending games.

POLICY

1. Requests

NGBs must identify medical support requests to the USOPC Sports Medicine department. These requests must specify any supplies, equipment, and other medical support provided at the Games. Anti-doping concerns or comments should also be identified. Collected information will be reviewed by the USOPC Managing Director of sports medicine who will then identify and communicate the level of support to be provided by USOPC Sports Medicine. Any changes to the requested sports medicine support should be immediately forwarded to USOPC Sports Medicine. In cases where medical services or materials are not identified, the USOPC cannot guarantee support for additional or late requests because of time, budget and other factors.

2. NGB Health Care Providers

NGBs must nominate and allocate Games credentials to NGB identified health care provider(s) to support the NGB sports medicine needs during the games. Any potential NGB medical provider who could be nominated to provide services must be identified by the NGB no later than the due date for the respective Games Long List. Additionally, all NGB medical providers must meet the criteria as identified in the NGB’s approved Additional Officials Selection Procedures, along with the additional criteria outlined below.

The medical staffing list will include anyone who will potentially be credentialed by the NGB and/or use a day pass to provide services at an Olympic/Paralympic Village or a High Performance Training Center. Health care providers must meet minimum qualification standards which are identified below by their specialty without exception. NGBs must ensure their identified medical staff can meet these standards prior to advancing their nomination for a Games credential or day pass access. If the provider is not licensed in the United States, they may be ineligible to be credentialed. In order to meet expected standards of care and mitigate risk management issues, selected provider(s) must meet the below minimum qualifications in addition to the Selection Procedures criteria to provide medical services at games. These qualifications include:
1) Meet all criteria identified in the USOPC Volunteer Program Application for specific specialty (Attachments located at www.teamusa.org/medicalvolunteer). On occasion, specific supporting documentation will be requested at the discretion of USOPC Sports Medicine.

2) Successfully pass a medical credential review and criminal background check at or above USOPC standards with the National Center for Safety Initiatives (NCSI)

3) Review of the venue emergency action plan with USOPC Sports Medicine staff prior to the first scheduled practice or event.

4) Complete required Medical Team Education Modules addressing Anti-Doping, Safe Sport and/or other prerequisite training.

Appendix: Location of criteria:
- Athletic Trainer Qualification Criteria – located at www.teamusa.org/medicalvolunteer
- Physical Therapist Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Doctor of Chiropractic Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Physician Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Massage Therapist Qualification Criteria - located at www.teamusa.org/medicalvolunteer
Attachment B
United States Association of Blind Athletes (USABA)
2019 Code of Conduct and Program Participant Agreement

This Code applies to athletes and staff members who participate in USOPC or USABA funded national goalball program activities.

I pledge to uphold the spirit of the United States Association of Blind Athletes (USABA) Code of Conduct (the "Code"), which offers a guide to my conduct as a member of a United States National Goalball Team (the “Team”) or as a participant USABA or USOPC goalball programs. I acknowledge that I have a right to a hearing if my opportunity to compete is denied or if I am charged with a violation of this Code.

I have familiarized myself with the Code and understand that acceptance of its provisions is a condition of my selection to the 2021 U.S. National/Paralympic Goalball Team and/or participation in 2021 USABA or USOPC goalball programs.

As a Member of the Team, I hereby promise and agree that:

• I will abide by all rules related to the Team selection procedures as approved by the USOPC and/or USABA;

• I will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct;

• If I am an athlete, I will maintain a level of fitness and competitive readiness that will permit my performance to be at the maximum of my abilities and, as required, will provide my coaching staff periodic reports of my training progress;

• If I am an athlete, I will not commit doping violations as defined by the Olympic/Paralympic Movement Anti-Doping Code (OMADC), World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), United States Olympic and Paralympic Committee (USOPC) or the International Blind Sports Federation (IBSA) rules;

• I will not use or condone the use of any substances placed on the current WADA or USADA banned substances list for in-competition testing or out-of-competition testing;

• I will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs and alcohol and providing of drugs to any person and of alcohol to minors;

• I am eligible to participate under the rules of IBSA;

• I will refrain from conduct detracting from my ability or that of my teammates to attain peak performance;

• I will respect the property of others whether personal or public;

• I will respect members of my Team, other teams, spectators and officials, and engage in no form of discriminatory behavior or verbal, physical or sexual harassment or abuse;
• if I am a coach or staff member, I will complete United States Olympic and Paralympic Committee (USOPC) Safe Sport Program training and will comply with the full spirit and intent of the program;

• if I am an athlete, I will follow my Team’s rules, including by way of example, rules regarding curfew and required on-time attendance at team meetings;

• if I travel on USOPC or USABA procured travel, and traveling to a USABA or USOPC funded training camp or competition, I will not voluntarily delay my travel for personal benefit (such as money or airline credit) if that delay results in missing any part of scheduled events or activities or results in any additional logistical expenses for USABA or the USOPC

• I am aware that United States Olympic and Paralympic Committee (USOPC) and USABA sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USOPC and USABA apparel at all official Team functions and events;

• I will not conceal or cover-up any USOPC and/or USABA sponsor, supplier or licensee brand or other identification appearing on my USOPC and/or USABA apparel;

• I agree to be filmed and photographed by the official photographer(s) and network(s) of USOPC and/or USABA under conditions authorized by USOPC and/or USABA and give event organizers and USOPC and/or USABA the right to use my name, picture, likeness, and biographical information before, during and after the period of my participation in these activities to promote the activity in which I participate or to promote the success of the team on which I compete; in no event may USOPC and/or USABA or the event organizers use or authorize the use of my name, picture, likeness, voice and biographical information for the purpose of trade, including any use in a manner that would imply an endorsement of any company, product, or service, without my written permission;

• I will not use or authorize the use of photographs, films or videos of myself in my USOPC and/or USABA apparel or equipment or the use of the USOPC and/or USABA logo for the purpose of trade, without the prior written consent of the USOPC and/or USABA (which consent shall not be unreasonably withheld);

• I will act in a way that will bring respect and honor to myself, my teammates, USOPC and/or USABA and the United States; and

AFFIRMATION

I have read and accept this Code of Conduct and Program Participant Agreement. I agree to the rules, guidelines, jurisdiction and procedures stated in these documents as a condition of being selected to participate as a member of the Team.

___________________________  _________________________
Signature                      Date

United States Association of Blind Athletes   Goalball
NGB/HPMO Name                   Sport

PARENT/GUARDIAN CERTIFICATION
(For Participants Under the Age of 18 as of Date of Signature)
Signature
Relationship (Parent or Guardian)