



## USABA Athlete Safety Quality Control Policy

The USABA Athlete Safety Quality Control Policy outlines what steps event organizers must take to pre-authorize event access for all registered participants Event Personnel (e.g., volunteers, media, vendors, medical personnel, coordinators, certified coaches, certified officials), and USABA staff, if applicable.

It is the responsibility of each USABA event organizer and host facility to monitor and enforce the requirements set forth in these procedures. As a reminder, a current membership is required for all USABA athletes, coaches and officials who attend USABA-sanctioned regional and national events.

The following requirements should be adhered to at all sanctioned USABA events including local, regional, and national events.

USABA and/or the U.S. Center for SafeSport may audit any USABA sanctioned event at any time to verify compliance either in person or through a request for compliance information.

**Section 1: Education and Training/Background screen Requirements Implementation:** Event organizers and USABA staff will implement requirements based on Event Personnel roles as outlined below:

The following individuals are considered to have Regular Contact<sup>1</sup> with or authority over amateur athletes who are minors and are required to have a USABA membership that requires and includes a Background Screening and U.S. Center for SafeSport Training prior to serving as Event Personnel:

- Event Organizer

<sup>1</sup> Regular Contact is defined as ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any Minor Athlete(s).

The following individuals are not required to complete a USABA Background Screening or U.S. Center for SafeSport Training (as long as contact with athletes is incidental and observable). \*Note- The U.S. Center for SafeSport Training is recommended.

Non-Covered Volunteer positions include but are not limited to:

- Volunteer Check-in
- Athlete/Coach Check-in
- Parent/Spectator Check-in
- Score Entry

The following individuals are not required to complete a USABA Background Screening, U.S. Center for SafeSport Training (as long as contact with athletes is incidental and observable).



- Media – Photographers, videographers and/or reporters
- Vendors – Businesses, sponsors or partners with an event booth
- EMTs/Volunteer Medical – Provides medical support to event participants/staff

## **Section 2: Communication of the Minor Athlete Abuse and Prevention Policy (MAAPP)**

**Requirement:** Prior to each event, through the registration process or some other form of communication, all registered participants and “Event Personnel” noted in Section 1, must receive a copy of the USABA MAAPP and The Center’s MAAPP At-A-Glance.

### **Implementation:**

1. Event organizers and USABA staff must communicate to all registered participants and “Event Personnel” that they will be required to adhere to the MAAPP for the duration of the event. **This information must be communicated no earlier than 30 days prior to the event, and the communication must include explicit instructions for the reporting of any allegations of sexual misconduct, physical misconduct, emotional misconduct, and violations of the MAAPP.** Event Organizers and USABA staff can send emails to registered participants by collecting entry fee contact information.
2. USABA staff will compile a list of participants still needing SafeSport training and communicate with them directly in order to complete this task.
3. Event Organizers are also highly encouraged to post the MAAPP Communication in published event information.
4. Event Organizers should also post information on How to Report a MAAPP violation on any door that leads to an area that is not observable and interruptible (example restrooms/locker rooms etc.). Event organizers should also conduct random checks in these areas throughout the event to ensure areas remain safe.
5. For any day of Event Personnel listed above not required to complete U.S Center for SafeSport Training, Event Organizer should distribute a hard or digital copy of the MAAPP At-A-Glance Document (See Appendix 1) and How to Report Document to each individual upon check-in.

## **Section 3: USABA’s Ineligible List – Verification**

**Requirement:** Event organizers will be required to ensure any “Event Personnel” noted in Section 1, and/or competitors, are not currently listed on USABA’s Ineligible list.

### **Implementation:**

a. USABA will provide notification to all Event Organizers of individuals listed on the Ineligible List.

1. Individual who is Suspended/Banned or on an Administrative Hold, will not have a membership in a current status, and will therefore not be able to proceed through the registration form.
2. Event organizers and USABA staff will need to manually check the final participant registration list against the USABA Ineligible list. Any person on this list should be prohibited from participating at the event and also from serving in an “Event Personnel” role.



3. In all instances event organizers should make sure competitors and “Event Personnel” noted in Section 1 are not listed on the USABA’s Ineligible List.

\*Note: For all Event Personnel, event organizers should:

- Check individual names against USABA’s Ineligible list, this is a list of all individuals in USABA who have been banned, suspended or placed on an Administrative Hold
- Email the Minor Athlete Abuse Prevention Policies to all Event Personnel prior to the event
- For any day of Event Personnel listed above not required to complete U.S. Center for SafeSport Training, Event Organizer should confirm that they are not listed on USABA’s Ineligible List.
- Prior to competition, any last-minute substitutions or roster changes must be communicated to the event director, who shall ensure all adult athletes on a team with a Minor Athlete have current SafeSport training.

#### Section 4: Adherence to the MAAPP

**Requirement:** Event organizers should proactively complete a risk assessment related to the MAAPP criteria and eliminate all vulnerabilities that may exist as related to the MAAPP when the event has minors registered as competitors.

**Implementation:** Per the MAAPP, event organizers should actively complete a risk assessment prior to each event to mitigate and/or eliminate applicable risks for:

One-on-One Interactions:

- Check for areas that are potential risk for One-on-One Interactions
- If there are rooms that are not being used, close and locked the door
- Actively monitor for One-on-One interactions throughout the competition
  - Massage and Athletic Training Modalities
  - Locker Rooms/Changing Areas
    - Post One Page Policy outside of Locker Rooms/Changing Areas
    - Perform Regular/Random Monitoring of the Locker Room Area
  - Social Media/Messaging (Includes Texts and Emails)
    - No event communication should be sent to an individual minor athlete, but rather use group communications only and copy other adults, including the minor’s parents.
  - Local and Team Travel
    - Send Team Travel Policy one-pager to those traveling for the event or post at team travel sites, if applicable.



## **Section 6: Event Personnel Tracking Tool**

All event organizers should maintain a roster of “Event Personnel” for each sanctioned event, to include their role and verification that they have each completed the necessary requirements set forth above, prior to the start date of the event. Event organizers should confirm that no one listed on the Tracking Tool is on USABA’s Ineligible List. Please utilize the USABA “Event Personnel Tracking Tool” (will create our own tracking tool) to record this information. Event Organizers must submit an Event Tracking tool to USABA for every sanctioned event and retain the “Event Personnel Tracking Tool” for a minimum of 5 years for purposes of USABA audit, upon request.