



## COMPETITION ADMINISTRATION

### Quality Control System for Athlete Safety at Events

The following is a summary of procedures followed by Competition/Race Administrators in an effort to provide a competition environment that meets SafeSport standards. This information is repeated in numerous U.S. Ski & Snowboard Official education materials. The information is reviewed and is updated, if required, prior to the start of each season. This QCS is available in each sport discipline's competition guide and on our [website](#) and must be followed for all U.S. Ski & Snowboard sanctioned competitions.

This Quality Control System is a written policy required by the U.S. Center for SafeSport (the "Center") for all U.S. Ski & Snowboard sanctioned events. This policy ensures the following:

- 1) All participants (coaches, medical staff, officials, competitors) in any U.S. Ski & Snowboard sanctioned event are required to have an applicable and **current** [U.S. Ski & Snowboard membership](#) in good standing prior to participation ("pending" status is not in good standing).
- 2) All persons with credentials or access to the "field of play/competition zone" are checked against the U.S. Center for SafeSport's [Centralized Disciplinary Database](#) as well as all persons suspended by U.S. Ski & Snowboard ([HERE](#)). Anyone on either list may not participate in any competition.
- 3) All policies and procedures contained in the U.S. Ski & Snowboard's Minor Athlete Abuse Prevention Policies ("[MAAPP](#)") will be followed at the competition. The MAAPP consists of the following:
  - a. Mandatory SafeSport Training for all adult participants who have regular contact with or authority over minor athletes at an event;
  - b. Mandatory one-on-one abuse prevention policies applicable to all adult participants at all events; and
  - c. Mandatory reporting of known, suspected, or alleged child abuse or other violations of the MAAPP or [SafeSport Code](#).
- 4) All mandatory SafeSport policies and procedures will be communicated to participants prior to the event.

***It is the responsibility of each local organizing committee ("LOC") to monitor and enforce the requirements set forth in these procedures.***

## **Prior to the Event Communication Requirements:**

The Race Administrator or LOC will need to send a direct communication to all participants within 30 days prior to the start of the event that includes:

- 1) That they are bound by the U.S. Center for SafeSport Code, U.S. Ski & Snowboard's [Athlete Safety Policy](#), and the MAAPP.
- 2) How to report concerns involving alleged violations of the MAAPP, the SafeSport Code, or the Athlete Safety Policy.
  - a. For concerns that are non-sexual in nature, use the U.S. Ski & Snowboard [File a Report – Other Misconduct](#) form available on its website. For concerns regarding sexual misconduct, report to the [U.S. Center for SafeSport](#) and the authorities if a minor is involved.
- 3) Sample Language
  - a. U.S. Ski & Snowboard has developed [sample language](#) to meet this requirement that can be sent in registration confirmation emails.
- 4) The direct communication to all participants must be in the form of a written letter or email sent directly to the participants (or parents in the event the participant is a minor).

Note: The direct communication may link to the competition's website but then must include all the information above in items 1-2. Posting this communication to the competition's website and social media accounts is strongly suggested, but that alone will not comply with this requirement. The QR code poster is available [HERE](#).

If possible, [post the QR Code](#) for reporting misconduct at the event from a smart phone:



U.S. Ski & Snowboard sends emails at least annually regarding the MAAPP and SafeSport Training for parents and minor athletes to all members. This information is also shared in U.S. Ski & Snowboard's newsletter at least twice annually and quarterly on its social media platforms.

## **Eligibility Requirements to Participate Based on Role at Event:**

All adult participants who have (a) regular contact with or (b) authority over minor athletes at an event must complete the Center's mandatory SafeSport Training prior to the start of competition at an event (i.e., must hold an applicable membership in good standing).

The Race Administrator or LOC will use the table below to check participants for the event. U.S. Ski & Snowboard membership status will be checked using the "[Member Lookup](#)" tool and event participants that are in the middle column must be checked against the Center's [Centralized Disciplinary Database and the pending membership list HERE](#). Same day event participants in either category must be checked against the appropriate database.

**Summary of event participants and non-event participants:**

Event participants that must have <a href="#">U.S. Ski &amp; Snowboard memberships</a> in good standing (adults must complete SafeSport training and background screening):	Event participants that must be checked against the Center’s <a href="#">Centralized Disciplinary Database, the pending list HERE</a> and receive communication:	Non-event participants who may be at the event, but are outside the scope and jurisdiction of U.S. Ski & Snowboard and the LOC:
<ul style="list-style-type: none"> <li>• NGB Officials (such as NGB Technical Delegates, Judges, Jury Advisors, Referees, Chief of Course, Course Setters, Chief of Timing &amp; Calculations, Race Administrators)</li> <li>• Adult Competitors</li> <li>• Forerunners</li> <li>• Coaches</li> <li>• NGB and LOC medical</li> <li>• Contractors/Volunteers <b>with</b> regular contact or authority over minors</li> <li>• Technicians <b>with</b> regular contact or authority over minors</li> <li>• NGB Staff / Board Members</li> <li>• LOC Staff</li> </ul>	<ul style="list-style-type: none"> <li>• FIS Officials (such as FIS Technical Delegates and Judges)</li> <li>• NGB or LOC Vendors</li> <li>• Media with credentials</li> <li>• Course slippers (volunteers)</li> <li>• Contractors/Volunteers <b>without</b> regular contact or authority over minors</li> <li>• Technicians</li> </ul>	<ul style="list-style-type: none"> <li>• Spectators</li> <li>• Resort employees</li> <li>• Resort Vendors</li> <li>• Third-Party Media</li> <li>• Ski Patrol and EMS</li> <li>• Certain Volunteers</li> <li>• Family/VIP</li> </ul>

The LOC should encourage the competition announcer to remind all attendees about U.S. Ski & Snowboard’s Athlete Safety Policy and the MAAPP, as well as where they can find additional information and reporting links using the QR code.

**Requirements for Officials at U.S. Ski & Snowboard non-FIS events:** Jury members, Jury Advisors (Start & Finish Referees), Chief of Course, Course Setters, Chief of Timing & Calculation, and Race Administrator (RA) must be **current** U.S. Ski & Snowboard Coach or Official members; they must have certification appropriate for their positions and except for the Technical Delegate, must have attended a bi-seasonal Continuing Education Clinic (update) prior to the event. Technical Delegates are required to attend a Technical Delegate Workshop every season.

**Requirements for Forerunners and Competitors at U.S. Ski & Snowboard non-FIS events:** U.S. Ski & Snowboard requires forerunners and competitors to have current appropriate U.S. Ski & Snowboard memberships for *all* U.S. Ski & Snowboard-sanctioned events, e.g., Competitor, Master, Non-Scored Athlete, Short-Term Alpine membership. (Forerunners under 18 years of age may also be General Members.) *It is imperative membership status for all participants – competitors, forerunners, coaches, and officials – be confirmed prior to the first Team Captains’ Meeting, e.g., not listed as “Pending.”*

It is important to remember that competitors who turn 18 years of age during the competition season will be notified of additional membership requirements including completing background screening. Failure to

complete screening within the allowed period of time will result in their membership being placed on pending status until U.S. Ski & Snowboard receives a green light determination from its screening partner and background review panel. Athletes whose memberships have been inactivated must not be allowed to participate (compete or forerun) in any U.S. Ski & Snowboard-sanctioned event until “ACTIVE” status is renewed. *A competitor may be “active” one week but “inactive” (pending) the next, but because of the generation date of the Points List, they may still be listed in the current Points List. By rule, however, they are not allowed to participate.*

**Requirements for Coaches at U.S. Ski & Snowboard non-FIS events:** U.S. Ski & Snowboard coaches must be current U.S. Ski & Snowboard Coach Members in order to be granted venue access or to serve in any capacity at any U.S. Ski & Snowboard-sanctioned event, e.g., on-hill/on-venue coaching.

“Blocks” of coaches’ tickets must not be provided for participating clubs. This practice does not allow the organizing committee to “make their best effort” to comply with SafeSport requirements. Due to COVID requirements, it may be necessary to allow one coach to pick up all of a team’s coach credentials/lift tickets. In this case, the coach must list all the names to whom the credentials/lift tickets will be issued, RA must verify membership status for all the recipients, and the coach must sign for receipt of the credentials/lift tickets, thereby confirming identity of the recipients.

**NOTE:** *Qualified members of foreign federations recognized by FIS must hold a valid U.S. Ski & Snowboard membership in order to take part in any capacity at a U.S. Ski & Snowboard-sanctioned non-FIS event.*

**Pending Memberships:** U.S. Ski & Snowboard Coach or Official members whose membership status is “PENDING,” have not completed membership requirements, e.g., SafeSport Training, Introduction to Avalanches Course, background screening, and/or Coaching Fundamentals Course. Individuals whose membership is “pending” must not be granted venue access.

**Requirements for U.S. Ski & Snowboard FIS Events:** For U.S. Ski & Snowboard-sanctioned FIS events, the above officials may also be qualified members of a foreign federation recognized by FIS. *If a foreign FIS Federation lists a foreign coach on their entry form, the Federation is certifying that the coach has the knowledge and ability to fulfill the duties of a Team Captain, e.g., serve as a Jury member or set a course and therefore meets the requirements.*

**Online Membership Processing:** Online membership application and membership renewal can be initiated onsite. However, the membership is not valid until it is processed by U.S. Ski & Snowboard. In addition, some memberships have additional requirements, e.g., SafeSport Training, Introduction to Avalanches Course, Coaching Fundamentals Course, and background screening. Because of these requirements, onsite processing is not an option for memberships with these requirements.

**Background Screening:** Background screening for new members, for those whose screening requires updating, and for competitors who are 18 years of age or older may take up to two weeks. Onsite memberships for these competitors, coaches/officials, and volunteer members cannot be processed in a timely manner. Without current membership, they must not be allowed to participate in any U.S. Ski & Snowboard event; this includes serving as a forerunner.

**Race Administrator’s Responsibilities:** The Race Administrator is responsible for verifying U.S. competitors’ U.S. Ski & Snowboard memberships and ensuring communication measures. If a U.S. competitor does not have a current membership, and the LOC has opted to accept onsite membership application, then online application is available only if the competitor is under 18 years of age.

The Race Administrator is responsible for verifying coaches' U.S. Ski & Snowboard [memberships](#). If a U.S. coach does not have a current coach/official membership, they must not be granted venue access.

The Race Administrator is responsible for either verifying volunteers' [membership](#) with U.S. Ski & Snowboard or against the Center's [Centralized Disciplinary Database](#) depending on the role that the volunteer will have at the competition and whether they will have regular contact or authority over minor athletes.

**SafeSport Training Requirement:** U.S. Federal Law requires that adults who have regular contact with or who are in positions of authority over athletes must receive consistent education on prevention and reporting of all allegations of sexual misconduct, bullying, hazing, and abuse of all forms. This impacts all U.S. Ski & Snowboard member clubs, coaches, officials, club volunteer members, and most adult athletes. All members turning 18 years of age and older during the season are required to complete SafeSport training through the U.S. Center for SafeSport (substitutions are not permitted).

A comprehensive training program is required the first year, with annual refresher training required in subsequent years. Please ensure you affiliate your account with U.S. Ski & Snowboard and use your 7-digit (do not use alpha Division designation) U.S. Ski & Snowboard membership number, so Member Services may track completion and update your record.

SafeSport Training can be completed prior to applying for or renewing your U.S. Ski & Snowboard membership. If it is being completed as part of the membership/renewal process, you may either follow the link to the site or you will receive email notification containing instructions and a time limit for completion of the training. Failure to complete training prior to deadline will result in membership being in pending status until all membership requirements are met. Membership status should always be checked using the "[Member Lookup](#)" tool, which is updated daily.

**U.S. Ski & Snowboard's Concussion Policy:** Any U.S. Ski & Snowboard member – including those with the U.S. Ski & Snowboard Non-Scored Athlete Membership, General Membership, and Short-Term Alpine Membership – suspected of having sustained a concussion must be removed immediately from participation in all U.S. Ski & Snowboard sporting events (e.g., sanctioned training, practice, camps, competitions, or tryouts), by the Technical Delegate or U.S. Ski & Snowboard member coach overseeing such sporting events.

The athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in U.S. Ski & Snowboard sporting events by a qualified health care provider trained in the evaluation and management of concussive head injuries. The health care professional must certify to U.S. Ski & Snowboard in the clearance letter the health care professional has successfully completed a continuing education course in the evaluation and management of concussive head injuries within three years of the day on which the evaluation and written statement are made.

Upon removal of an athlete from participation for a suspected concussion, the U.S. Ski & Snowboard Technical Delegate or member coach making the removal, must notify U.S. Ski & Snowboard Competition Services. Athletes who have subsequently been medically cleared to resume participation must provide such medical clearance (as described above) to U.S. Ski & Snowboard Competition Services in order to be permitted to participate in U.S. Ski & Snowboard sporting events. A "Concussion Medical Evaluation Form," requesting to allow competitors under the age of 18 to return to training/competition must be signed by the parent/legal guardian. *Properly executed medical clearance may be presented to and accepted by the onsite Jury.*

**A Jury may remove a foreign athlete with a suspected concussion from competition; however, *foreign athletes may not be placed on the Membership Hold List unless they also have a U.S. Ski & Snowboard membership.***

**Review:**

- Competitors and Forerunners in a U.S. Ski & Snowboard event must be current U.S. Ski & Snowboard members; *U.S. Ski & Snowboard General, Non-Scored Athlete, Masters, and Short-Term Alpine are valid membership categories for Forerunners.* Foreign athletes with **current** FIS inscriptions who want to compete and earn points in U.S. Ski & Snowboard non-FIS events must complete U.S. Ski & Snowboard membership requirements.
- Competitors, 18 years of age and older: depending on event, it may be necessary to verify their membership status is not “Pending”/ “Inactive.”
- Current membership, *certification, and update status* must be verified for all support officials: Jury Advisors (Start & Finish Referees), Chief of Course, Course Setters, Chief of Timing & Calculations, Race Administrator.
- Current membership, certification, and update status must be verified for all coaches even if they are not serving on Jury, not setting a course, and participation is limited to on-hill coaching.
- The RA will continually monitor the event to ensure compliance with these procedures and the MAAPP.

U.S. Ski & Snowboard appreciates the LOC’s cooperation in maintaining compliance with these requirements and in joining our efforts to maintain a safe competition environment for everyone.