**NTV Process for Meets**

* Whether you are the LSC Office Staff, a volunteer Times Officer who loads meets, a LSC Sanction or Admin Vice Chair, or an LSC Officials Chair, it is very important that all the individuals in these roles in your LSC work together to insure that meets are properly authorized, observed if applicable, and the loading protocols are followed.
* Sanctioned meets – each LSC is now required to provide an AO or referee acting in that position.  If it is determined at the beginning of the meet that there is no official  in that position, the referee should declare that the times will not be loaded from the meet into SWIMS as the times are not official.
* Approved meets – the policy manual has been changed to reflect the necessity for an AO at an approved meet.  For a Y meet, the AO may be a Level II Y certified official who works only in that role. The Y has now developed its own AO Training Manual so we can expect to see Y Certified AOs on deck; a Level II official is sufficient if devoted to that job. For other approved meets such as a State Games or any other approved meet, a USA-S certified AO or additional referee acting in that role is required for the times to be official.
* For Observed meets, there is no requirement for an AO to be used.  That being said, you as the LSC NTV Officer or your designee, should decide before authorizing a meet for observation whether the meet is going to be run to USA-S standards.  If it is not, then the meet should not be authorized for observation.  At this time, it is not certain how the new rule to drop the adjustment of times for a lane malfunction will affect meet observation and data loading; however, the new rule does not take effect until 5/1/16 which is outside the date range for NCAA meets and would affect only some California/Nevada high school meets. I have been told these meets and all NCAA meets until 2017 will waive the new lane malfunction adjustment rule.
	+ As a refresher, observed meets require at least two dually certified USA-S and association officials, one at each end of the course, or two separate observers, one at each end of the course, to observe the events in which the stroke rules are different (see below).  The number of association officials must meet the criteria listed in 102.10.3 and .4.
	+ Swimmers’ times are entered in the database as LSC UN since they are not representing their clubs at the time of the swim (relay manual data entry exception as below).  Legal lead off times in the relays may be checked off for loading.
	+ The NCAA is now certifying officials for its championship meets through the USA Swimming website; an NCAA only official is not permitted to act as an observer for USA Swimming purposes.
		- NFHS – high school rules are different in backstroke, breaststroke and butterfly, therefore IM and the individual stroke events must be observed.  We load these meets at the LSC level and we do not load relays unless all four swimmers on a high school team are from the same club and the time is specifically requested for manual data entry.  You can load the relay lead off time if automatic timing is in place and you are confident of meet management.
			* In backstroke, NFHS swimmers may kick or glide outside of the turning action and they may scull backward (on the back) if a wall is missed on a turn.
			* In breaststroke, for the NFHS rules, there is no stipulation against “stacked” hands at the touch on the turn or finish.
			* In butterfly, NFHS swimmers are again not required to have hands separated (not stacked) at the touch on the turn or finish.
			* The interpretation of the “Lochte” rule for the freestyle leg of the IM and the medley relay is the same for high school rules. (See NFHS Rule 8, Play Rulings, 8.2.5 Situation B on page 65.)
			* Your observers should mark a heat sheet with any USA-S DQs and give this to you so that you will not load any of those swim times.  You set up the protocols for this reporting within your LSC.
		- NCAA – meet results are sent directly from the host school to ncaa@usaswimming.org (Anthony or Larry receive these files.).
* The rules that are different are in the backstroke where the swimmer is permitted to be submerged during the last stroke at the finish, and kicking and gliding outside the turning action is still permitted.
* In addition, the NCAA rules do not comply with the “Lochte” rule for the freestyle leg of the IM and medley relay. In other words, under NCAA rules, the swimmer is not required to be toward the breast when leaving the wall in the freestyle leg of the IM or Medley Relay. To clarify for a USA-S only DQ, the USA Swimming rule states:

“*Being on the back when leaving the wall in the freestyle portion of the IM or medley relay… is a disqualification.”*

Jay Thomas has confirmed that a swimmer whose shoulders are toward the back when the feet leave the wall in the freestyle leg is considered to be swimming backstroke. Judges should go forward from the point of observation - see what you call.

* Your observers should again mark a heat sheet with any USA-S DQs in backstroke, medley relay and IM and submit this information to you.  You should send that list to me and I will take any USA-S illegal swim times out of the db at the conclusion of the NCAA Championship meets.
* One more reminder – USA Swimming does not permit the use of Kinesio tape; any use of that, if determined legal by the referee for NFHS or the NCAA, would be a disqualification of the swimmer for USA Swimming purposes.

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