

## 2019 Officials Recertification Clinic Outline

### 1. Athlete Protection Training

- Changed to yearly requirement by USAS
- Current APT expiration date will be honored, then annual completion will be required
- Moving forward, expiration date will be one calendar year from date of completion
- Officials are encouraged to check their current expiration date to avoid delays in 2020 recertification
  - i. Expiration date can be found on Deck Pass, the Officials Tracking System (OTS), or on your USAS certification card
- APT completion update should appear on official's record (OTS) within 24 hours of completion

### 2. Concussion Protocol Training

- USA Swimming now requires all coaches and officials to complete concussion protocol training **by January 1, 2020**
- This is currently a one-time training requirement that will be part of the certification (and recertification) process for KY Swimming officials
- Courses are available from either the National Federation of State High School Associations (NFHS) or the Center for Disease Control and Prevention (CDC). Officials do NOT have to be NFHS members to take the course.
- Links to the NFHS and CDC courses are located on KY Swimming's website ([www.kylsc.org](http://www.kylsc.org)). Go to the Officials tab, then Recert Info, the #2 in the requirement.
- Once the course is completed, the official should receive a certificate via email. Forward a copy of the certification to [kyswim@kylsc.org](mailto:kyswim@kylsc.org) in order to receive credit for fulfilling the requirement.

### 3. Minor Athlete Abuse Prevention Policy (MAAPP)

- New USA Swimming policy effective June 23, 2019
- Sets boundaries for adults who interact with swimmers (under age 18) to help ensure athletes have a safe swimming experience
- Applicable adults are defined as:
  - i. All USA Swimming non-athlete members (officials, coaches, etc.)
  - ii. All USA Swimming adult athlete members (18 and older)
  - iii. Participating non-members (lane timers, meet marshals, computer operators, hospitality, etc.)
  - iv. LSC and club adult staff and board members
  - v. Any other adult authorized to have regular contact with or authority over minor athletes.
- Primary Rule: **All interactions with minor athletes should be OBSERVABLE and INTERRUPTIBLE**
- A MAAPP reminder is to be included in all officials', lane timer's, and coaches' meetings at meets. (Use the bullet points above for talking points, emphasizing OBSERVABLE and INTERRUPTIBLE interactions.) The lane timer's briefing on KYLSC's website has been updated with the MAAPP reminder language.

#### 4. Rules Awareness - 15 meter mark

- Per Rule 103.5.3, fixed distinctive marks must be placed on either the pool wall or deck surface adjacent to any outside lane at a distance of 15 meters from each end wall of the course
- The fixed 15 meter marks on the deck or walls take precedence for judging, not the outermost 15 meter lane line buoy

#### 5. Rules Awareness - Illegal goggles

- Announcement from USA Swimming's 8/30/2019 email
- Rule 102.8.1E provides:

“No swimmer is permitted to wear or use any device, substance or swimsuit to help his/her speed, pace, buoyancy or endurance during a race (such as webbed gloves, flippers, fins, power bands, adhesive substances, etc.). Goggles may be worn, and rub-down oil applied if not considered excessive by the Referee. Any kind of tape on the body is not permitted unless approved by the Referee.”

- Officials need to be aware there are now goggles with a minicomputer and heads up display. The goggles enable a swimmer to use the smart display to know split times, distance, etc. as they swim. These are excellent training goggles but are illegal during competition. Should a swimmer compete with these goggles, they would be subject to disqualification.
- Example pictures are in the recertification reference document

#### 6. LSC and National Certification Awareness

- Officials are encouraged to pursue additional certification within KY Swimming (LSC) and/or National levels.
  - i. We are EXTREMELY THIN at the top with many of our LSC Referees having swimmers who are aging out or have already aged out.
  - ii. Every KYLSC official has certification advancement options
    - LSC certifications for S & T, CJ, SR, Deck Ref, TJ, AO,
    - National certifications N2 and N3 for the same positions
- Stroke and Turn officials who've been in their position for a year are encouraged to start working on either Chief Judge or Starter.
- As a reminder, officials must hold certifications for CJ and Starter before they can move to Deck Referee.
- Officials are also encouraged to pursue advancement to National certification levels. Start making plans now to get in the number of sessions required to be evaluated for N2 certifications at next March's short course state championships.

#### 7. Administrative Points of Emphasis

- **KYLSC job sign-ups**
  - i. KY Swimming's website ([www.kylsc.org](http://www.kylsc.org)) has an online job sign up for all KYLSC meets
  - ii. Officials are asked to use the online job sign-up tool beginning immediately
  - iii. When signing into to KY Swimming's website, use the following IDs:
    - User ID – [volunteer@kylsc.org](mailto:volunteer@kylsc.org)
    - Password - #1Volunteer
  - iv. Job sign-up instructions can also be found in the Officials section of the website

- **Awarding & receiving credit for activities**
  - i. The Officials Tracking System (OTS) allows activities to be tracked in addition to sessions worked. Examples of activities include mentoring apprentices, giving a stroke briefing at a meet, attending and leading clinics. Completion of activities are part of the National certification process. Therefore, KYLSC officials need to capture and log this information as part of our regular processes.
  - ii. Meet Referees are being asked to track and enter meet-related activities in OTS for officials working their meets (i.e. mentors and stroke briefings). This is in addition to entering the sessions worked. Meet sign-in sheets are being updated to assist with this process.
  - iii. All officials are encouraged to review their sessions worked and activities in OTS to make sure we're capturing the correct information.
  - iv. Questions regarding the OTS activity entry or viewing activities should be directed to Becky Gilpatrick.
- **Completion of apprentice forms**
  - i. Certified officials play an important part in the apprenticeship process when they mentor apprentices.
  - ii. Apprentice forms need to be completed correctly by mentors to provide accurate feedback not only for the mentor, but the Officials Chair.
  - iii. Each apprentice form has a legend that is to be used. If you are serving as a mentor, please take the time to fill out your apprentice's form correctly by placing the appropriate rating *each* space.
  - iv. See the recertification reference document for examples of correct and incorrectly completion of the form.
- **KYLSC/USA credit for working at observed meets**
  - i. Effective now, all KYLSC/USAS certified officials working at KYLSC-approved observed meets (such as high school meets) can receive credit in OTS for working the meet. This helps our KYLSC officials with their sessions worked for certification and advancement.
  - ii. Observed meets will be set up in OTS for Meet Referees to enter sessions worked for all KYLSC/USAS dual-certified officials, not just those serving as observers.
- **Credentials**
  - i. As a reminder, officials should have a copy of their credentials with them when they arrive at a meet. Credentials will need to be worn during the meet UNLESS the Meet Referee states otherwise (which means the MR has already verified all officials on deck are certified and in good standing).
- **Completion of Non-Athlete Membership applications**
  - i. KY Swimming has requested that everyone completing a non-athlete membership form this year use legible writing (print as neatly as possible) and double check their form to make sure everything is correct before submitting it to KYLSC for processing.

## 8. Officials' group email

- The KYLSC officials Yahoo email group is not functioning as intended and has been hacked several times recently. Therefore, we are looking to discontinue the current Yahoo group and move to something that better meets the needs of KYLSC officials.
- In preparation for the change, officials should check their USA Swimming account on Deck Pass to make sure their account email address is current.

## 9. Best of the Bluegrass Officiating Tour

- We're trying something new this year to promote participation and have some fun – a “Best of the Bluegrass” officiating tour.
- To complete the tour, a participating official must work a minimum of 20 sessions during this swim year (beginning of short course 2019 to end of long course 2020, roughly September 2019 to August 2020), including one session at each of six specific tour ‘stops’:
  - i. A short course KYLSC state championship meet
  - ii. A long course KYLSC state championship meet
  - iii. A regular season meet in Central Kentucky (hosted by TS, LAK, CARD, KYA, or LEXD)
  - iv. A regular season meet in Western Kentucky (hosted by PST, OMM, MYST, SKY or RACE)
  - v. A regular season meet in Southcentral Kentucky (hosted by E-town, CKA, TNT, or CSC)
  - vi. A Special Olympics meet
- SUBSTITUTION CLAUSE – Participants are allowed a one-time substitution for any of the six specific tour stops by working at a National-level meet (Sectional, Zone, Futures, Jr. National, National, U.S. Open) or at a meet hosted outside our LSC
- There will be a prize package for tour completion that includes a \$25 gas card and Best of the Bluegrass bling.
- Contact Becky Gilpatrick via email ([becky.jo.gil@gmail.com](mailto:becky.jo.gil@gmail.com)) if you have questions.
- Selfies or group pictures at tour stops are welcomed. Please send them to Becky.

## 10. Officials Committee Being Formed – Now Accepting Nominations

- An officials’ committee is being formed to assist the Officials’ Chair with the various functions and responsibilities related to KYLSC officiating, to obtain input and feedback for decision-making processes, and help improve communication with officials.
- Committee members will be expected to participate in a quarterly meeting/conference call and will be asked to perform additional tasks as needed.
- To be considered for committee membership, you must be a currently certified KYLSC official who holds at least one N2 or N3 certification and is actively working meets in the LSC.
- The committee will be comprised as follows:
  - i. A member for training and continuing education
  - ii. A member for recruitment and retention
  - iii. A member representing dry side officials
  - iv. A member-at-large representing Western KY officials
  - v. A member-at-large representing Central KY officials
  - vi. A member-at-large representing South Central & Eastern KY officials
- Nominations for committee members are being accepted. The deadline to nominate an official, either you or someone else, is October 15, 2019. Committee members will be appointed from the slate of nominees, with decisions announced by November 1.
- Nominations (or questions about this process) should be emailed to Becky Gilpatrick, KYLSC Officials’ Chair, at [becky.jo.gil@gmail.com](mailto:becky.jo.gil@gmail.com). When submitting a nomination, be sure to include the name of the official being nominated and the specific position they’re being nominated for.