

As you know, whenever an accident happens at a USA Swimming sanctioned event (practice, meet, dryland training, etc), personnel from the location where that accident happened are required to file a Report of Occurrence with USA Swimming regarding the accident. The report should be filed online at the link found at:

www.usaswimming.org/ROO. It should be submitted by a coach, official or club personnel that were witness to the accident. It SHOULD NOT be submitted by the parent of the injured party or by the injured party themselves. Please also make sure to save a copy and send to, or CC, Colleen Miller, SCS Safe Sport Chair: splashschool@aol.com

We have recently had to switch to new reporting software (FormSite). The link to the new form site is still the same:

www.usaswimming.org/ROO. Please bookmark this link and keep it for your reference. If you had an Adobe Forms link bookmarked, please remove that bookmark from your systems. If you have anything on your websites pointing to the old online Report of Occurrence Form, please make sure they are now pointing to: www.usaswimming.org/ROO.

All Reports of Occurrence should be submitted online. If you have any of the old paper forms, please discard them and use the online form. We realize there are times you are at a pool and do not have internet access at the time. We suggest you print a few draft copies of the form from the www.usaswimming.org/ROO website to keep on hand. When an accident occurs, note the details of the accident on the draft copy and then when you get access to a computer, you can enter the details from the hard copy in the online form. Please do not submit hard copy forms to USA Swimming. It will delay claims processing.

Please let me know if you have any questions, please contact Colleen Miller, SCS Safe Sport Chair: splashschool@aol.com