



USA Hockey Sanctioned Tournament Safe Sport Program Protocol

This Protocol is developed to ensure USA Hockey Safe Sport Program Handbook Policies are followed at all USA Hockey sanctioned tournaments. USA Hockey has implemented the policies of the U.S. Center for SafeSport (“Center”), including the SafeSport Code, the Minor Athlete Abuse Prevention Policies (“MAAPP”), and the requirements and instructions for reporting alleged violations, and has incorporated them into the USA Hockey Safe Sport Program Handbook. This Protocol applies to, and must be followed at, every USA Hockey sanctioned tournament. For more information about the USA Hockey Safe Sport Program Handbook, please [CLICK HERE](#).

1. The tournament host must have a list of event volunteers and staff that includes their member registration number, name, email, and expected role in the event.
2. Any team members (coaches, players, and managers) who are required to complete SafeSport Training and/or a Background Screen will only be allowed on a roster if they have completed all requirements. Tournament officials may only accept approved official USA Hockey rosters to confirm compliance with Safe Sport requirements.
3. Officials/referees who are required to complete a SafeSport Training and/or a Background Screen will not receive their registration card and crest for their jersey without completing all certification requirements. Tournaments may not use officials/referees who have not completed applicable certification requirements for that season.
4. Tournament volunteers/staff who will have regular contact with or authority over Minor Athletes must have completed applicable SafeSport Training and a Background Screen (instructions below). The event should have a credentialing system for all volunteers/staff, ensuring that only volunteers/staff that have completed SafeSport Training and have an approved USA Hockey Background Screen will receive a credential.
 - If security is hired through a vendor or arena security personnel are used, they do not need SafeSport Training. However, if security is comprised of the



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tournament host's volunteers, they need SafeSport Training and a Background Screen.

- If medical staff is there to only treat potential on-ice injuries and not for on-going treatment, they do not need SafeSport Training or a Background Screen. If medical staff is there for ongoing treatment (such as taping, rubdowns, icing, etc.), they need to be SafeSport Trained and Screened.
- Tournament scorekeepers or penalty box operators scheduled to work designated shifts should be SafeSport Trained and Screened. Otherwise, tournament scorekeepers and penalty box operators who are working single games (such as parents pulled from the stands or parents/volunteers scheduled for random, individual time slots) need to be aware of the MAAPP, but do not need SafeSport Training or a Screen. It is recommended that a copy of the MAAPP be available at the scorekeepers' table.

Note, when compiling your list of tournament staff/volunteers, we recommend that you have more SafeSport Trained and Screened persons than necessary should you need to replace someone, particularly a last-minute substitution. We also recommend that you compile the list as soon as possible to ensure that those who need a Background Screen have enough time to complete that requirement before the event.

5. The tournament host should not allow day of registration for any person who will be in a role that has regular contact with or authority over Minor Athletes. If an exception is necessary, the person must first be registered with USA Hockey, Safe Sport Trained, and Screened. The tournament host may not allow anyone suspended by USA Hockey or an Affiliate, or any person on the Center's Disciplinary Database [CLICK HERE](#) to participate as a volunteer/staff member in any role.

6. The tournament host must ensure that locker room keys are only provided to a rostered adult for each participating team and should remind all teams that the USA Hockey Locker Room Policy requires at least one SafeSport Trained and Screened locker room monitor.

7. The tournament host is responsible to ensure that these Protocols are followed at their tournament(s), and should have a tournament representative at each event site.



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8. Persons needing SafeSport Training or Background Screening should follow the instructions below:

Before completing SafeSport Training or a Background Screen, all members must first **register** with USA Hockey for the current season at: <https://membership.usahockey.com/>

To complete **SafeSport Training**, please go to: www.usahockey.com/safesporttraining

To complete a **USA Hockey Background Screen**, please go to:
www.usahockey.com/backgroundscreen



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