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# United States Olympic Committee

## Audit Division



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**Report for:  
USA Softball**

**Follow-up on:  
SafeSport Audit**

**Dated:  
February 16, 2018**



February 16, 2018

Craig Cress  
Executive Director  
USA Softball

Dear Craig,

During the second and third quarter of 2017, Baker Tilly Virchow Krause (Baker Tilly) performed a SafeSport audit of USA Softball. The purpose of the follow-up review is to report on the status of recommendations from the SafeSport audit of USA Softball dated October 2017. Our methodology was limited to communication with USA Softball and a review of various policies provided by the organization. The Audit Division did not perform additional audit work to verify action was taken. However, SafeSport will be tested during the routine audit process going forward.

The review found that three recommendations were implemented and are considered closed. Due to the timing of Softball's coach certification process, one recommendation is in process. USA Softball is actively working to ensure and monitor that all required individuals have completed SafeSport training. The USOC will continue to follow-up on the in process recommendation.

We thank you and your staff for assisting in the follow-up review.

Sincerely,

Bridget Toelle, CPA, CIA  
Senior Director, Audit

Ellen Senf  
Staff Auditor

cc: Scott Blackmun      John Gouveia  
Rick Adams              Steve Walker  
Gary Johansen  
Chris McCleary



## SafeSport Follow-up Report

USA Softball

Follow-up Status	Recommendation	Management Response	Follow-up Action
<b>Implemented</b>	<p>USA Softball must update their SafeSport-related documentation and administrative materials to include a grievance process as documented in the Athlete Safety Standards.</p>	<p>USA Softball agrees to update its governing documents to include and further refine a grievance and disciplinary process for SafeSport-defined grievances. USA Softball will set forth and administer its own grievance and disciplinary process for: (a) all non-covered individuals against whom any type of complaint is alleged; and (b) for all Covered Individuals against whom a complaint other than a complaint for sexual misconduct has been alleged. All complaints alleging sexual misconduct against Covered Individuals will be referred to the Center for SafeSport for administration.</p>	<p>USA Softball updated its education and training SafeSport-related documentation and administrative materials to address the recommendation.</p>
<b>In Process</b>	<p>USA Softball must require that individuals it formally authorizes, approves, or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes complete criminal background checks and education and training requirements in a timely manner and before they have contact with athletes to provide assurance that they are educated on the requirements of the Athlete Safety Standards. USA Softball must consistently track and verify criminal background checks and education and training requirements are met for all Required Individuals. USA Softball should review the testing results and require all necessary individuals to complete the necessary requirements (i.e., criminal background check and/or education and training).</p>	<p>USA Softball agrees to require that all individuals that the NGB formally authorizes, approves, or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes, shall be required to (i) complete a criminal background check; and (ii) complete SafeSport educational training. In evaluating the Report and its requirements, USA Softball has determined that USA Softball's "Covered Individuals" for purposes of SafeSport compliance are as follows: Covered Individuals</p> <ol style="list-style-type: none"> <li>1. National Office Staff</li> <li>2. National Teams, including:             <ol style="list-style-type: none"> <li>a. Staff</li> <li>b. Coaches</li> <li>c. Players</li> <li>d. Athletic Trainers</li> <li>e. Medical Personnel</li> <li>f. Umpires appointed by the NGB to national championship events or international events</li> </ol> </li> </ol>	<p>USA Softball is actively working to ensure and monitor that all required individuals have completed SafeSport training.</p>

Follow-up Status	Recommendation	Management Response	Follow-up Action
		<p>3. Local Association Softball Officials, including: a. Board of Directors b. Commissioners appointed by the NGB c. JO Commissioners appointed by the NGB Commissioners d. Player Representatives appointed by the NGB Commissioners e. Umpires-In-Chief appointed by the NGB Commissioners f. National Championship Tournament Directors appointed by the NGB or NGB Commissioners</p> <p>4. A.C.E. Program Coaches of the NGB's Local Association Members</p>	
<b>Implemented</b>	<p>USA Softball's SafeSport policy must require that individuals it formally authorizes, approves, or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes complete criminal background checks and education and training requirements in a timely manner and before they have contact with athletes to provide assurance that they are educated on the requirements of the Athlete Safety Standards.</p>	<p>USA Softball will adopt and implement policies consistent with SafeSport requirements as to education training and background checks for USA Softball's covered individuals.</p>	<p>USA Softball updated its education and training SafeSport-related documentation and administrative materials to address the recommendation.</p>
<b>Implemented</b>	<p>USA Softball's SafeSport policy must require that individuals it formally authorizes, approves, or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes complete criminal background checks and education and training requirements in a timely manner and before they have contact with athletes to provide assurance that they are educated on the requirements of the Athlete Safety Standards.</p>	<p>For those individuals the NGB formally authorizes, approves, or appoints to a position of authority over athletes or to have frequent contact with athletes, USA Softball will apply its policies to all such persons consistent with SafeSport's requirements and regardless of whether the athletes involved are minors or not.</p>	<p>USA Softball updated its background check and SafeSport-related documentation and administrative materials to address the recommendation.</p>