

USA Team Handball
 PAN AMERICAN GAMES STAFF SELECTION PROCEDURES
 2019 Pan American Games
 May 29, 2019 Amended

USOC Role Name	Function
Team Leader	Team Leader
Coach	Head Coach, Assistant Coach(s)
Technical Personnel	Technical Personnel
Administrative Personnel	Administrative Personnel
Medical Staff	Doctor, Athletic Trainer, Physiotherapist, Medical Personnel,

Note:

These procedures provide for selection of the USA Team Handball's Games Staff [Team Leader, Coach(s), and/or Additional Officials] for the 2019 Pan American Games. However, accreditation allocation is not guaranteed and will be based on final USOC credential allocation and overall team size. Responsibility of payment for allocated accreditations will be determined by the USOC and the NGB/HPMO/PSO.

1. Describe the specific Games Staff position(s) that the NGB/HPMO/PSO is requesting.

USATH/USOC Role (unction)	Responsibility
Team Leader	Is the Head of Delegation and serves as primary point of contact and liaison between the USOC and USATH, before, during, and after the Games. Exercises overall management responsibilities on behalf of USATH.
Head Coach	Prepares athletes/teams for success on the court. Leads, guides, trains, teaches, and manages the team and athletes during all phases of the Games.
Assistant Coach	Assists the Head Coach in all matters of the Head Coach's responsibilities
Technical Personnel	Assists the Team Leader and Head Coach as a technical advisor, which may include but is not limited to capturing game film, competition video analysis, and other duties as assigned.
Certified Athletic Trainer	Provide appropriate medical care to the athletes

2. What are the NGB's/HPMO's/PSO's criteria for the above Games Staff position(s) (attach a job description, if any)?

USATH National Team Games Staff must:

- 2.1. Successfully pass the National Center for Safety Initiatives' (NCSI) background screen in accordance with the current USOC Games Background Check Policy prior to nomination.
 - 2.1.1 Should a nominee experience any event between the time the background check is conducted and the relevant Games that may change his/her background check status, the nominee must inform the USATH and/or USOC.
- 2.2. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- 2.3. Have the ability to work effectively with the USOC.
- 2.4. Have strong administrative, communication and organizational capabilities/skills.
- 2.5. Be responsible for Team's adherence to all rules regarding discipline at the Games.
- 2.6. Fulfill all duties and requirements of the USOC including attendance at USOC Games related meetings if required.
- 2.7. Be available for entire duration of the Games (*if applicable*)
- 2.8. The Team Leader, and as directed the Head Coach, and Trainer, will have USATH approval to make financial decisions regarding the Team, where necessary, subject to the approval of the Team Leader.
- 2.9. Possess high level, specific technical and tactical knowledge of the sport or area of responsibility.
- 2.10. Have thorough knowledge and understanding of the IF rules and regulations governing the sport (*if applicable*).
- 2.11. Demonstrate ability to establish harmonious relationships with athletes and other Team personnel.
- 2.12. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 2.13. Be listed on USATH's Long List and must have successfully completed all Games Registration requirements by the stated deadline.
- 2.14. Participate in USADA training as required for the position (*if applicable*).
- 2.15. Successfully complete the US Center for SafeSport Training.

Medical Personnel must:

- 2.16. Possess the appropriate certifications.
- 2.17. Pass a medical credential review in addition to the approved USOC Games Background Check, which will be a combined check managed through USOC Sports Medicine (separately arranged background checks will not be considered).
- 2.18. Meet the required experience and proficiency levels as determined by USOC Sports Medicine and outlined in Attachment A and the documents found at: <http://www.teamusa.org/About-the-USOC/Athlete-Development/Sports-Medicine/Volunteer-Program.aspx>.
- 2.19. Be approved for nomination through the USOC's Sports Medicine Division.
- 2.20. Massage Therapist: Must have the required credentials and expertise to fulfill the position.

Coaches Must:

- 2.21. Head Coach(s): Head Coaches possess a high level of specific technical and tactical knowledge of the sport. Head Coach(s) must have previously served as a Head Coach for the USATH National Team program at the senior, junior, or cadet level.
- 2.22. Assistant Coaches must have served as a Head Coach or Assistant Coach for the USATH National Team program at the senior, junior, or cadet level.

Other Positions:

- 2.23. Team Leader: Must have executive level training and experience, as well as served as either a Team Leader for USATH in the National Team Program, or may have served as a Head Coach for the USATH National Team Program at the senior level, in addition to all the requirements set forth in Sections 2.1 - 2.15.
- 2.24. Technical Personnel: Must have previously served as a Technical Advisor, Head Coach, Assistant Coach, or Team Leader at the senior, junior, or cadet level and has expertise with competition video analysis.

3. Describe the process that candidates shall follow to express interest in being considered for a Games Staff position, in each category below:

USATH will announce Team Leader, Coach, and Athletic Trainer positions to be filled for the 2019 Pan American Games and will post information on the positions on the USATH web site by 5 March 2019. Interested individuals shall forward an email to the USATH PAG Selection Committee to express interest in being considered for a Games Staff position, in each category below, within 7 days of the posting.

Send an email with a subject line indicating position sought, cover letter of interest, and resume to: selection@usateamhandball.org

The Technical Position will not be posted as there is a strong pool of candidates with the required experience.

4. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s) listed below:

A USATH Committee (USATHSC) will be formed consisting of the USATH CEO, two Members of the Board of Directors, and Athlete Advisory Committee Representatives will be appointed to the Selection Committee.

The Selection Committee will designate the Chairperson of the committee. The committee and chairperson will compile a list of all candidates for each position, and include all relevant information on each candidate, and forward a complete file of candidates to each committee member.

The USATHSC will convene in person or by conference call to review all applicants for the identified positions, and review the criteria for each position and all candidate's qualifications for the position. The USATHSC and using the criteria in Section 2, will then vote to select a nominee for each position.

Note: In the absence of interested and qualified candidates filing for consideration to fill specific positions, those individuals who have served in those roles for USATH at past international competitions will be considered.

Coach(s): Qualified personnel, (see section #2), will be evaluated by the Chairperson of the Selection Committee, who will present the candidates to the USATHSC for selection.

Medical (Athletic Trainer): Qualified personnel, (see section #2), will be evaluated by the Chairperson of the Selection Committee, who will present the candidates to USATHSC for selection. See qualifications list in Appendix A.

Massage Therapist: Qualified personnel, (see section #2), will be evaluated by the Chairperson of the Selection Committee who will present the candidates to the USATHSC for selection.

Team Leader: Qualified personnel, (see section #2), will be evaluated by the Chairperson of the Selection Committee, who will present the candidates to the USATHSC for selection.

Technical Personnel: Qualified personnel, (see section #2), will be recommended by the coaching staff and evaluated by the Chairperson of the Selection Committee, who will present the candidates to the USATHSC for selection.

5. Describe the removal of Games Staff:

An individual who is to be nominated to the above-listed Games Staff position(s) by the USATH

may be removed as a nominee for any of the following reasons, as determined by USATH:

- 5.1 Voluntary withdrawal. Games Staff nominee must submit a written letter to the USATH Leadership Team.
- 5.2 Injury or illness as certified by a physician (or medical staff) approved by the USATH. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the USATH, his/her injury will be assumed to be disabling and he/she may be removed.
- 5.3 Inability to perform the duties required.
- 5.4 Violation of the USATH Code of Conduct (Attachment B).

Once the Games Staff nomination(s) is accepted by the USOC, the USOC has jurisdiction over the Games Staff, at which time, in addition to any applicable USATH Code of Conduct, the USOC's Games Forms apply. The USOC's Games Forms are available as part of Games Registration prior to the respective Games.

6. Replacement of Games Staff:

In the event that the Nominated Games Staff member is unable to perform the duties of the position(s) for injury, illness, Code of Conduct violation or any other unforeseen circumstances that would result in the need to replace him/her, the replacement candidate must meet all of the applicable criteria listed in Section #2 above and be selected through the same process as outlined in Sections 3 and 4.

7. Which group/committee will make the final approval of the Games Staff position(s)?

The USATH Selection Committee will be convened for the purposes of selection of nominees to fill all staff positions identified and posted on the USATH web.

The USATHSC will consist of:

- USATH CEO
- USATH Board of Directors Member #1
- USATH Board of Directors Member #2
- USATH Athlete Representative

Note: The Selection Committee Chairperson will be one of the two USA Team Handball Board Members. The USA Selection Committee will make recommendations to the Board of Directors for final approval.

8. Conflict of Interest:

An individual involved in the selection process who has a conflict of interest must disclose this information, and recuse him or herself from all aspects of the specific conflict issue/selection.

The recused committee member shall not influence others regarding the discussions, meetings or decisions involving the selection of the Games Staff position(s). If there is an issue concerning whether a conflict of interest exists, the USATH Board of Directors shall determine if a conflict exists. The committee member may participate in all other matters not involved in the specified conflict of interest.

9. Date of Nomination:

The Games Staff Nomination Form with the Staff nominee's name, including the name of a replacement (if applicable), will be submitted to the USOC on or before:

March 11, 2019 for Medical Staff

May 6, 2019 for all other positions, except for the Technical Personnel

June 7, 2019 for the Technical Personnel

10. Publicity/Distribution of Procedures:


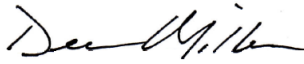

The USOC approved selection procedures (complete and unaltered) will be posted/published by the USATH in the following locations:

10.1 Web site: www.usateamhandball.org

Note: These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOC.

11. NGB SIGNATURES

I certify that I have read and understand the standards/criteria set by our IF and/or CF (PAG/PPAG only) and incorporated those standards/criteria into our Selection Procedures. I further certify that the information provided herein regarding Athlete Selection Procedures represents the method approved by NGB.

Position	Print Name	Signature	Date
USATH CEO	Barry Siff		05/29/2019
USATH Co-chair, Board of Directors	Dee Miller		05/29/2019
USOC Athletes' Advisory Council Representative*	DavidThompson		05/29/2019

*Signature by the AAC Representative constitutes that he/she has read and understands the Selection Procedures and certifies that the Selection Procedures submitted represent the method approved by the USATH.

Attachment A

USOC Sports Medical Games Requirements

Purpose

The USOC has developed medical requirements to ensure the safety of athletes during Games (Olympic, Paralympic, Pan American and Para Pan American, etc.). This policy addresses equipment requests and minimum standards for all NGBs/HPMOs/PSOs (NGBs from here forward) and medical providers attending games.

Policy

1. Requests

NGBs must identify medical support requests to the USOC Sports Medicine department. These requests must specify any supplies, equipment, and other medical support provided at the Games. Anti-doping concerns or comments should also be identified. Collected information will be reviewed by the USOC Managing Director of sports medicine who will then identify and communicate the level of support to be provided by USOC Sports Medicine. Any changes to the requested sports medicine support should be immediately forwarded to USOC Sports Medicine. In cases where medical services or materials are not identified, the USOC cannot guarantee support for additional or late requests because of time, budget and other factors. We should think about if there are in privacy issues if an athlete has an approved TUE from USADA – I sure like to know but again, it might be a privacy issue – we should check!

2. NGB Health Care Providers

NGBs must nominate and allocate Games credentials to NGB identified health care provider(s) to support the NGB sports medicine needs during the games. Any potential NGB medical provider who *could* be nominated to provide services must be identified by the NGB no later than the due date for the respective Games Long List. Additionally, all NGB medical providers must meet the criteria as identified in the NGB's approved Additional Officials Selection Procedures, along with the additional criteria outlined below.

The medical staffing list will include anyone who will potentially be credentialed by the NGB and/or use a day pass to provide services at an Olympic/Paralympic Village or a High Performance Training Center.

Health care providers must meet minimum qualification standards which are identified below by their specialty without exception. NGBs must ensure their identified medical staff can meet these standards prior to advancing their nomination for a Games credential or day pass access. If the provider is not licensed in the United States, they may be ineligible to be credentialed. In order to meet expected standards of care and mitigate risk management issues, selected

provider(s) must meet the below minimum qualifications in addition to the Selection Procedures criteria to provide medical services at games.

These qualifications include:

- 1 Meet all criteria identified in the USOC Volunteer Program Application for specific specialty (Attachments located at www.teamusa.org/medicalvolunteer). On occasion, specific supporting documentation will be requested at the discretion of USOC Sports Medicine.
- 2 Successfully pass a medical credential review and criminal background check at or above USOC standards with the National Center for Safety Initiatives (NCSI)
- 3 Review of the venue emergency action plan with USOC Sports Medicine staff prior to the first scheduled practice or event.
- 4 Complete required Medical Team Education Modules addressing Anti-Doping, Safe Sport and/or other prerequisite training.

Appendix: Location of criteria:

- Athletic Trainer Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Physical Therapist Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Doctor of Chiropractic Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Physician Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Massage Therapist Qualification Criteria - located at www.teamusa.org/medicalvolunteer

Attachment B

USA Team Handball Code of Conduct

USA Team Handball National Team Staff Members - I pledge to uphold the spirit of the USA Team Handball Code of Conduct (the "Code"), which offers a guide to my conduct as a member of the USA Team Handball National Team (the "Team"). I acknowledge that I have a right to a hearing if my opportunity to compete is denied or if I am charged with a violation of this Code. I have familiarized myself with the Code and understand that acceptance of its provisions is a condition of my selection to the Team.

As a Member of the Team, I hereby promise and agree that I will abide by all rules related to the Team selection procedures as approved by USA Team Handball; have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct; will maintain a level of fitness and competitive readiness that will permit my performance to be at the maximum of my abilities; will not commit a doping violation as defined by the International Olympic Committee (IOC), World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), the United States Olympic Committee (USOC) or the International Handball Federation (IHF) rules; am not currently serving a doping violation and/or do not have a pending or unresolved doping charge; will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs and alcohol and providing of drugs to any person and of alcohol to minors; am eligible to compete under the rules of USATH, USOC, PATHF, IHF, and will refrain from conduct detracting from my ability or that of my teammates to attain peak performance; will respect the property of others whether personal or public; will respect members of my Team, other teams, spectators and officials, and engage in no form of discriminatory behavior or verbal, physical or sexual harassment or abuse; will follow my Team's rules, including by way of example, rules regarding curfew and required attendance at team meetings; am aware that USA Team Handball sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USA Team Handball apparel at all official Team functions and events; will not conceal or cover-up any USA Team Handball sponsor, supplier or licensee brand or other identification appearing on my USA Team Handball apparel; agree to be filmed and photographed by the official photographer(s) and network(s) of USA Team Handball under conditions authorized by USA Team Handball and give event organizers and USA Team Handball the right to use my name, picture, likeness, and biographical information before,

during and after the period of my participation in these activities to promote the activity in which I participate or to promote the success of the team on which I compete; in no event may USA Team Handball or the event organizers use or authorize the use of my name, picture, likeness, voice and biographical information for the purpose of trade, including any use in a manner that would imply an endorsement of any company, product, or service, without my written permission; will not use or authorize the use of photographs, films or videos of myself in my USA Team Handball apparel or equipment or the use of the USA Team Handball logo for the purpose of trade,

without the prior written consent of the USA Team Handball (which consent shall not be unreasonably withheld); will act in a way that is consistent with team unity and cohesiveness, and commit to not using my position with the USATH National Team for which I was selected to advance a personal agenda, whether financial, political, or personal, and will bring respect and honor to the United States, USA Team Handball, my teammates and myself, and will remember that at all times I am an ambassador for my sport, my country, and the Olympic Movement.

PARTICIPANT'S AFFIRMATION I have read and accept this Code of Conduct in its unaltered form. I agree to the rules, guidelines, jurisdiction and procedures stated in these documents as a condition of being selected to participate as a member of the Team.

Name (print)

Signature

Date