

PSAHA Reporting Procedures

An effective reporting policy that results in reports of suspected abuse and misconduct, and does not in any way deter victims or witnesses from reporting abuse and misconduct, is a key element to preventing abuse and misconduct. Potential abusers will avoid involvement in a program where there is a likelihood that suspected abuse will be reported. When sport stakeholders are untrained about how and when to report suspected abuse, they may feel ill-prepared, powerless and lost when it comes to responding to and reporting misconduct. By providing this guidance on when and how to report suspected misconduct, USA Hockey seeks to remove barriers to disclosing misconduct, including child physical and sexual abuse.

In This Policy on Reporting Concerns of Abuse is:

- The **Reporting Policy**, which describes who must report violations or suspicions of potential or actual abuse or misconduct, including the obligations to report allegations of sexual abuse or misconduct to the USCSS.
- The **Reporting Procedure**, which describes:
 - to whom reports are made (including the importance of certain reports being made to law enforcement authorities and/or the USCSS)
 - how to make reports to USA Hockey and/or the Affiliate and/or the USCSS
 - confidentiality of reports
 - USA Hockey's policy on anonymous reports
 - USA Hockey's policy on protecting those that made reports ("whistleblower" protection)
 - USA Hockey's policy prohibiting reports made in bad faith
- **How Reports are Handled**, including:
 - further reporting to law enforcement authorities when appropriate;
 - circumstances in which immediate suspension or termination is appropriate; and
 - circumstances where referral of the report to the applicable Member Program, Affiliate or USA Hockey to address, rectify and impose discipline where appropriate.
- **Notification** to parents of other Minor Participants.

REPORTING POLICY

Accordingly, it is the policy of USA Hockey that every adult Participant of any USA Hockey Member Program must report (1) actual or perceived violations of the USA Hockey SafeSport Program Handbook, (2) any violations of the Sexual Abuse, Physical Abuse, Emotional Abuse, Bullying, Threats or Harassment, or Hazing Policies, and (3) suspicions or allegations of child physical or sexual abuse as set forth below.

Mandatory Reporting of Child Abuse and Child Sexual Abuse

Pursuant to the SafeSport Authorization Act, any adult that is authorized by USA Hockey, a member of USA Hockey, or any Member Program, to interact with a Minor or amateur athlete at a Facility or at any event sanctioned USA Hockey or a Member Program, is considered a mandatory reporter and if any such person learns of facts that give reason to suspect that a child has suffered an incident of child abuse, including sexual abuse, he/she shall as soon as possible make a report of the suspected abuse to the USCSS and to applicable law enforcement authorities.

Any report of misconduct or suspicion of child physical or sexual abuse received by USA Hockey will be taken seriously and handled appropriately. If USA Hockey receives a report of physical or sexual misconduct involving a minor, USA Hockey will make a report to the proper authorities.

Further, in addition to any legal obligation to report sexual abuse or misconduct to law enforcement authorities and the USCSS, all adult Participants are requested and strongly encouraged to promptly report any alleged violations of the Sexual Misconduct Policy to USA Hockey so that USA Hockey is aware of the allegations and can take immediate action when appropriate. An adult Participant's failure to report as set forth above may subject such person to disciplinary action by the USCSS and/or USA Hockey.

In some cases, an employee or volunteer may be hesitant about reporting suspected abuse because they are unsure about the credibility of the person making the allegation, are unsure about the credibility or validity of the facts on which the allegations are based, or are concerned about the potential consequences of a false report. It is critical that adult Participants and others considering reporting should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for or prior to reporting their concerns.

Concerns About Potential "Grooming" Behaviors

Because sexual abusers "groom" children for abuse – the process used by offenders to select a child, to win the child's trust (and the trust of the child's parent or guardian), to manipulate the child into sexual activity and to keep the child from disclosing abuse – it is possible that an employee, volunteer, parent or Participant may witness behavior intended to groom a child for sexual abuse. All questions or concerns related to inappropriate, suspicious or suspected sexual grooming behavior should be directed to USA Hockey, the Affiliate SafeSport Coordinator and/or appropriate law enforcement authorities, and if appropriate or required, to the USCSS.

USA Hockey also strongly encourages parents, players and other hockey Participants to communicate violations of the USA Hockey SafeSport Program Handbook and/or allegations and suspicions of child physical and sexual abuse to USA Hockey or the Affiliate SafeSport Coordinator immediately.

Peer-to-Peer Sexual Abuse

Approximately 1/3 of all child sexual abuse occurs at the hands of other children and the obligation to report extends to peer-to-peer child sexual abuse. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power or intellectual capabilities. If you have any concerns that an interaction between children may constitute sexual abuse, report it to the appropriate law enforcement authorities and to USA Hockey or the Affiliate SafeSport Coordinator immediately, and if appropriate or required, to the USCSS.

Reporting Other Misconduct and Policy Violations

If any staff member, volunteer or other Participant of USA Hockey, an Affiliate or Member Program receives an allegation or observes misconduct or other inappropriate behavior that may violate SafeSport Policies other than Sexual Misconduct, reports of such allegations should be made immediately to USA Hockey as set forth below or to the applicable Affiliate SafeSport Coordinator. Reports that are required to be made to USA Hockey and/or the applicable Affiliate SafeSport Coordinator include allegations of violations of:

- Physical Misconduct Policy
- Emotional Misconduct Policy
- Bullying Policy
- Threats
- Harassment Policy
- Hazing Policy
- One-on-One Interactions Policy
- Locker Room Policy
- Athletic Training Modalities Policy
- Social Media & Electronic Communications Policy
- Travel Policy
- Billeting Policy

USA Hockey will address such reports as provided in this USA Hockey SafeSport Program Handbook and any requirements of the USCSS or applicable law.

REPORTING PROCEDURE

To Whom To Report

Suspicious or allegations of child physical or sexual abuse must be made to the appropriate law enforcement authorities. In order to further protect USA Hockey programs and participants, such reports should also be made to USA Hockey and/or the applicable Affiliate SafeSport Coordinator. A compilation of information on when a person must make a report to law enforcement authorities can be found at:

1. www.childwelfare.gov
2. www.childwelfare.gov/systemwide/laws_policies/statutes/mandate.cfm
3. www.childwelfare.gov/topics/systemwide/laws-policies/state/

Further, all adult Participants are required to promptly report any alleged violations of the Sexual

Misconduct Policy to the USCSS and to USA Hockey as set forth below and in the USCSS Code. Upon receipt of any report of allegations of violations by a Participant of the Sexual Misconduct Policy, USA Hockey shall promptly report such information to the USCSS.

All reports of violations of any of the USA Hockey SafeSport policies or any violations of this SafeSport Program Handbook shall be made to USA Hockey and/or to the applicable Affiliate SafeSport Coordinator.

In some instances, a Claimant may feel more comfortable reporting to their Member Program administrator. Any reports to a Member Program administrator shall be forwarded by that administrator to USA Hockey. Depending on the circumstances, USA Hockey or the Affiliate SafeSport Coordinator may refer that report to the Member Program administrator for initial action, investigation and/or discipline.

How to Report to USCSS

Reports to the USCSS may be reported by (1) completing an online report to the USCSS at <https://www.safesport.org/report-a-concern>, or by (2) calling **720-524-5640**. Reports to the USCSS shall be handled according to the USCSS Code.

How to Report to USA Hockey

Reports to USA Hockey may be made by: (1) clicking on the “Report to USA Hockey” link on the USA Hockey SafeSport Program webpage (www.usahockey.com/safesport), (2) emailing to SafeSport@usahockey.org, or (3) calling **800-888-4656**. Reports to USA Hockey are initially handled by the USA Hockey General Counsel and the USA Hockey SafeSport and Legal Administrator.

The USA Hockey SafeSport Program webpage contains contact information for each Affiliate SafeSport Coordinator, and reports may also be directed to the SafeSport Coordinator for the applicable Affiliate.

USA Hockey and its Affiliates will take a report in the way that is most comfortable for the person initiating a report, including an anonymous, in-person, verbal or written report. If reporting by email or use of the Reporting Form on the SafeSport Program webpage, **it is strongly encouraged that the following information be included:**

1. the name(s) and contact information of the Claimant(s).
2. the type of misconduct alleged.
3. the name(s) of the individual(s) alleged to have committed the misconduct.
4. the approximate dates the misconduct was committed.
5. the names of other individuals who might have information regarding the alleged misconduct.
6. a summary statement of the reasons to believe that misconduct has occurred.

Confidentiality

To the extent permitted by law, and as appropriate, USA Hockey and all USA Hockey Member Programs shall on request from the Claimant to keep the Claimant’s name confidential, not make public the names of potential Claimants, the Respondent, or the people who made a report of child physical and sexual abuse to the authorities.

Anonymous Reporting

Anonymous reporting may make it difficult for USA Hockey or the Affiliate to investigate or properly address misconduct or abuse. Additionally, a Respondent to an anonymous report will have an opportunity to contest allegations, and without testimony or other evidence on the record in that hearing, a finding that a Respondent has violated SafeSport Policies will be difficult to prove. However, USA Hockey recognizes it can be difficult for an athlete, teammate, friend or family member to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. Anonymous reports may be made without the formality of completing a Report Form:

- by completing the Reporting Form without including their name.
- by expressing concerns verbally to USA Hockey, the Affiliate SafeSport Coordinator or to their Member Program administrator.
- through email to USA Hockey at SafeSport@usahockey.org or to the Affiliate SafeSport Coordinator.

“Whistleblower” Protection

Regardless of outcome, it is the policy of USA Hockey and all USA Hockey Member Programs to support the Claimant(s) and his or her right to express concerns in good faith. Neither USA Hockey nor any USA Hockey Member Program will encourage, allow or tolerate attempts from any individual, group or organization to retaliate, punish, or in any way harm any individual(s) who reports a concern in good faith or otherwise participates in an investigation (e.g., a witness). Such actions against a Claimant or witness will be considered a violation of the USA Hockey SafeSport Program and grounds for disciplinary action, and may also be subject to civil or criminal proceedings.

Bad-Faith Allegations

A report of abuse, misconduct or policy violation that is malicious, frivolous or made in bad faith is prohibited. Such reports will be considered a violation of the USA Hockey SafeSport Program and grounds for disciplinary action. Depending on the nature of the allegation, a person making a malicious, frivolous or bad-faith report may also be subject to civil or criminal proceedings.

Conflicts of Interest

Any person or organization that may have a conflict of interest because they are named in a complaint, are a witness to an allegation, are closely affiliated with the person accused of misconduct, or who may have other potential bias, are considered to have a conflict of interest in the investigation or outcome of the complaint, and shall be recused from participating in an investigation or other disciplinary process. The investigation and hearing process shall be handled by persons that are reasonably disinterested and impartial to the matter and all other persons and the program involved.