2017 FIELD HOCKEY QUALIFYING TOURNAMENT

OHIO HIGH SCHOOL ATHLETIC ASSOCIATION
4080 Roselea Place, Columbus, Ohio 43214
www.ohsaa.org

School Information
MEMORANDUM

TO: Field Hockey Coaches and Athletic Administrators of Field Hockey Schools

FROM: Deborah Moore, Senior Director of Compliance and Sports Medicine
      Jenn Close, Assistant Director of Sports Management

DATE: September 2017

RE: State Qualifying Tournament Information

Greetings! Please find within this document, which is posted to the Field Hockey page at ohsaa.org, your 2017 Field Hockey Qualifying Tournament Manual for your use as you prepare to enter the 2017 OHSAA Field Hockey Tournament. Because the OHSAA office conducts this tournament, and all games that lead up to the State Qualifying Final Games in each of our three areas are competed at the sites of our field hockey schools, each school receives the same manual which is sent via e-mail to both the head coach and the athletic administrator. A list of other important items that are available for downloading can be found on the first page of the manual.

Please note carefully the following items:

✓ Online Seeding Procedures
✓ Responsibilities of the Host School for Contacting Officials and Reporting Results
✓ Financial Reporting Procedures
✓ Responsibility for Providing Tournament Balls – Yellow
✓ Tickets to be used – Given out at seeding meeting
✓ Tie-Break Procedures
✓ Sample Announcements
✓ Turnkey Agreement – Separate PDF
✓ Site Inspection Form

Please note that we are asking for each of you to complete a site agreement/inspection form and send to the OHSAA office care of Jenn Close at jclose@ohsaa.org in preparation for hosting a state qualifying game at your school. If you will take care of this in advance of the draw, we will greatly appreciate it. If you do not host, then we will simply discard the forms. Again in 2017, your school will receive tickets from the manager at your draw meeting to be used for all games that you host during these tournaments. More instructions are included with those tickets.

Thanks so much for your willingness to host tournaments, and for all the hard work you put into it! If you have any questions or I can assist in any way, please do not hesitate to contact me.

I hope that you will find this helpful. Your comments and suggestions are always welcome.
INFORMATION

FIELD HOCKEY SCHOOLS

1. Online Seeding Instructions – TO COME FROM JENN CLOSE
2. 2017 OHSAA Field Hockey State Qualifiers Information
   All coaches should read this information online as team paperwork and program materials must be submitted prior to the state qualifying tournament finals.
   a. Team program/publicity materials
      See page two of the manual for details and forms
   b. Team Forms
      See page one of the manual for details.
      i. Official Line-up and Roster – page four
      ii. Team Pass List – page five

NOTE: For all state qualifying games that lead up to the final game, the home site is responsible for managing each contest and completing all required paperwork.

MISSION STATEMENT

The Ohio High School Athletic Association's mission is to regulate and administer interscholastic athletic competition in a fair and equitable manner while promoting the values of participation in interscholastic athletics as an integral part of a student's educational experience. The OHSAA represents its member schools by recognizing and promoting academics, the safety of participants, good citizenship and lifelong values as the foundation of interscholastic athletics.
IMPORTANT DATES

2017 OHSAA Field Hockey Tournament Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 6</td>
<td>Coaches must submit their team’s win/loss record, complete schedule and comments to the website by 9:00 A.M.</td>
</tr>
<tr>
<td>October 7</td>
<td>Coaches must complete their seeding ballot online by 10:00 A.M.</td>
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<tr>
<td>October 8</td>
<td>Drawing Meeting at each Tournament Site – To be determined by each individual Tournament Manager</td>
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<tr>
<td>October 16-28</td>
<td>Qualifying Tournaments</td>
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<tr>
<td>October 28</td>
<td>Qualifying Tournaments Final Game</td>
</tr>
<tr>
<td>November 3 &amp; 4</td>
<td>State Tournament – Upper Arlington High School, Columbus, Ohio</td>
</tr>
</tbody>
</table>

TOURNAMENT REGULATIONS

Tournament Regulations are available at www.ohsaa.org. On the website, under “Sports & Tournaments” select Field Hockey. The regulations are listed under “Tournament Information” on the left side of the Field Hockey page. Note: All tournament forms are also posted for your use.

COACHES INSTRUCTIONS

It is important to review all materials within this document, on the field hockey page and distributed to you at your draw meeting on October 8, 2017 so that you will be aware of all dates, times, sites and officials assigned to the OHSAA Field Hockey Tournament contests. The following instructions are to be followed at all tournament sites so that we may provide consistency throughout the state. Thank you for your assistance!

1. **BRACKETS**
   The OHSAA constructs and publishes on its website field hockey tournament brackets for the entire state. Those Brackets are found on the field hockey page at http://www.ohsaa.org/sports/fh/girls/default.asp.
   a. The tournament manager will fax or email a copy of the tournament bracket to Jenn Close immediately after your draw meeting (jclose@ohsaa.org).
   b. In order to maintain the accuracy of the brackets throughout the tournament, please be sure to follow the enclosed information regarding the reporting of results.

2. **SEEDING AND DRAW PROCEDURES**
   Each coach will receive her or his customized instruction sheet listing user name and password. YOUR MANAGER WILL NOTIFY ALL COACHES IN YOUR TOURNAMENT OF THE PLACE AND TIME FOR THE DRAW MEETING THAT IS SCHEDULED FOR SUNDAY, OCTOBER 8, 2017.
   a. The manager will receive an email with a spreadsheet attachment on Saturday evening after all voting has been conducted for your tournament.
   b. The spreadsheet will list in rank order the total votes each of your teams (1-17 in Powell, 1-12 in Gates Mills and 1-8 in Mount Notre Dame)
   c. The team with the greatest number of points will be seeded #1. The rest of the teams are ranked in order. In case of a tie, only the tied teams will be re-voted upon. Note: All teams shall be seeded.
   d. If a tie should occur the second time, a flip of a coin shall determine the seeded team.
   e. This procedure eliminates the need to draw for placement of unseeded teams. Teams shall place themselves on the bracket in the order they were seeded.
Placement of Teams on the Bracket

f. The placement of teams on the brackets shall take place after your manager has distributed the results of the vote. First seed has first choice to go any place on bracket as does each succeeding seeded team.

g. **No passes are permitted.**

h. This procedure shall be followed until all teams have been placed on the bracket.

i. If a school fails to have a representative present at the drawing and seeding meeting, the manager shall place the school on the open bracket after all other teams have been placed on the bracket. If more than one school fails to have a representative at the drawing and seeding meeting, the manager shall place the schools on the bracket according to the alphabetical order of school names.

The tournament manager will distribute brackets to representatives of participating teams. All brackets should designate date and time of game. **After the draw meeting, Brenda Murray from the OHSAA office will email the officials assigned for each game directly to the athletic administrator of the host school prior to each contest. We are no longer generating brackets with the officials listed on the bracket.**

3. **ELIGIBILITY CERTIFICATES & ENTRY FORMS**

   The OHSAA no longer requires tournament entry forms or eligibility certificates.

4. **QUALIFIERS**

   a. After each qualifying game prior to the Qualifying Final, a **representative of the home team** shall email the OHSAA with the results of the game and the mileage (one way) for both contest officials. Contact Jenn Close at the OHSAA via email – jclose@ohsaa.org - to report the results. It is also necessary to report any games that have been postponed. Schools shall contact the OHSAA and your tournament manager to report rescheduled contests.

   b. All official's game payment and mileage will be paid via Arbiter Pay from the OHSAA office directly at the completion of each game. Please contact Ben Ferree (bferree@ohsaa.org) with any questions.

   c. **IMMEDIATELY following the completion of the State Qualifying Final Game, notify Jenn Close at the OHSAA office no later than Saturday evening or Sunday evening, in the event of a postponement. Please email to jclose@ohsaa.org or call 614-267-2502. At the voice prompt, dial extension 129. Please identify your tournament site, the final score and the name of the winning school.**

   d. A **representative of the home team at each qualifying tournament site** shall call or email the contest officials prior to the game to ensure that they have directions to the site and that there have been no changes in the assignment.

5. **FINANCIAL & PERSONNEL REPORTS** – Use the forms furnished by the OHSAA in completing your financial report. See the detailed instructions that accompany the report and the instructions that are in this manual. For your convenience, the financial report is available in an excel spreadsheet computer version on-line at www.ohsaa.org/financial/reports.htm. Keep one copy for your files. Please complete and submit the reports to the OHSAA Comptroller within 10 days after the tournament. Each host school shall complete a report for each preliminary round game. **The tournament manager shall complete the Qualifying Final game report.**

6. **STUDENT PARTICIPATION CONDUCT PENALTY** - see tournament regulations enclosed.
7. **PRE-GAME WARM-UP**

A **45-minute warm-up** time shall be provided for all tournament games. This warm-up shall begin **one hour** prior to the game start time. Exception: This pre-game warm-up or 45 minutes is guaranteed ONLY if the teams arrive one hour before the game time. If a late arrival would force a game to start after the designated time, the warm-up time shall be shortened to provide an on-time start. The minimum amount of warm-up time in such a case is 20 minutes. **No practice sessions are permitted at any game site other than pre-game warm-up.**

8. **TOURNAMENT BALL** – For qualifying tournament games, each team shall provide one **new florescent yellow** field hockey game ball.

9. **ADMISSION & PASSES**

   a. **Admission:** **$6.00** per session – If it is not possible for your school to charge admission, then you should NOT place your school on the home line (top line) of the bracket as a host school.

   b. **Team and School Personnel Admission** - 28 persons including a maximum of 22 players will be admitted at the pass gate by a typewritten list certified by the principal or designee of the school. The pass list will be used at the pass gate for all sessions of the Tournament. Manager shall make provisions to admit the superintendent, principal and athletic administrator of each participating school and one guest for each at the pass guest.

10. **TIE BREAK PROCEDURES**

   It is imperative that you insure that these procedures are available to coaches and officials at the site of all tournament games. Please make these rules available at the scorer’s table during the tournament contest. Also enclosed is a script for your announcer to follow in the event that a game goes to overtime.

   The following complete tie-break procedures shall be followed in **OHSAA tournament competition only**. These procedures have been approved by the Board of Directors and are NOT OPTIONAL. **These procedures shall be used to break all ties in OHSAA tournament play and should be thoroughly reviewed by all tournament officials and varsity coaches prior to all contests played in the OHSAA tournament.**

   **During all overtime play:**

   A. All game rules apply except as specified below.

   B. Unlimited substitution shall be permitted.

   C. There shall be one team time-out per team permitted during each 10 minute SV overtime period.

   D. There shall be a five-minute intermission between the end of the regular game and the start of the overtime period. At this time, the contest officials shall insure that the tie-break procedures are available at the scorer’s table and shall review them thoroughly prior to the initiation of the overtime.

   E. There shall be a two-minute intermission between each subsequent overtime period. (Not applicable for regular season tie-break procedures). During these intermissions, players may confer with their coaches, and substitutions may be made.

   F. Prior to each overtime procedure, officials shall review with the head coaches the procedures for that session. This shall take place prior to the initiation of each overtime procedure until the game is decided.

   G. Prior to beginning overtime, during the intermission between the end of the regular game and the start of overtime, the officials shall meet with the team captains for a coin toss, the visiting team captain calling the coin in the air. **Winner shall have choice of possession.**

   **REDUCED PLAYER 10SV-10SV - PS – SVPS**

   1. Play a 10-minute “Sudden Victory” (SV) overtime period, with teams not changing goals at the end of the regular game. **Teams shall play with 6 field players and a goalkeeper. THE FIRST TEAM TO SCORE A GOAL SHALL BE THE WINNER.**

   2. If a tie still exists, there shall be a second 10-minute “Sudden Victory” (SV) overtime period utilizing the reduced player procedure described in “1” above. Teams shall change goals to begin the second overtime period following the two-minute intermission. Players may confer with their coaches and substitutions may be made. **THE FIRST TEAM TO SCORE A GOAL SHALL BE THE WINNER.**

   The team not having possession of the ball to start the first overtime period shall have possession to start the second overtime period.

   3. If a tie still exists after the second 10-minute “Sudden Victory” overtime period, **one series of penalty strokes shall be taken** alternating the attackers and goalkeepers at the same goal chosen by the officials. Five different strokes from each team shall be selected from **any eligible player on the team roster.** **NOTE:** A player taking a penalty stroke within a series of five strokes may not repeat within that set of strokes.
Only the coaches and remaining team members may be on the field and behind the 25-yard line. Prior to the first PS set, the officials shall meet with the team captains for a coin toss. The winner of the coin toss which shall be called by the visiting team captain may choose to stroke or defend the goal first. Penalty strokes shall be terminated and a game winner declared as soon as one team has more goals than the opponent does after the set of five strokes for each side has been taken or the difference is unable to be overcome by completing the series. Officials should insure that there are no spectators behind the end line behind the goal where the strokes are being taken. NOTE: This first set of Penalty Strokes is NOT a SUDDEN VICTORY SET.

4. If a tie still exists after the first set of penalty strokes, there shall be Sudden Victory (SVPS) penalty strokes taken. The team not stroking first in the first set shall start the Sudden Victory Penalty Stroke procedure. The strokers and/or order of the strokers may be changed for the Sudden Victory Penalty Stroke procedure. Penalty strokes shall be terminated as soon as one team has more goals than the opponent does after an equal number of strokes have been taken up to a maximum of five for each team. If a tie still exists, after a total of five strokes for each team, another Sudden Victory Penalty Stroke procedure shall be commenced.

5. This Sudden Victory Penalty Stroke procedure shall continue until the tie is broken. The strokers and/or order of the strokers may be changed. The order of teams stroking or defending first shall alternate from the previous SVPS procedure.

6. Please note: On all penalty corners during the reduced play overtime, a maximum of four defenders shall be back completely behind the end line. This number includes the goalkeeper. The other three defenders shall be beyond the centerline.

7. If a player is disqualified during the regulation game, the team shall play short into the overtime procedure. The player is not eligible for return to the contest.

8. If a player is suspended during the regulation game (yellow card), the suspension carries over into the overtime period until served completely, and the team shall play short. If the suspension occurs in the overtime period immediately preceding the Penalty Stroke procedure and the player is unable to serve the complete time of the suspension, she is no longer eligible to participate in the remainder of the overtime procedure.

11. **GAME PERSONNEL** - If hosting a game, site management should prepare for the following:
   
a. Provide adequate security for the competing teams and crowd control.
b. The host manager will select an official scorer and timer and scoreboard operator.
c. Officials will be assigned by the OHSAA Commissioner's office.
d. Officials must be notified in advance of the game to provide details about the contest and directions to the site.
e. A site manager, in addition to the coach, shall be available at all times during the tournament contest.
f. There shall be a host for each of the competing teams.
g. There shall be a designated host to greet officials and direct them to their dressing area.
h. State Qualifying Host Manager's fee is $110.00 per game.
i. Be sure to use the tickets provided by the OHSAA for each game that your school hosts.

12. **OFFICIALS**
   
a. Directions to the site and parking passes, if necessary, are to be sent to all contest officials.
b. The OHSAA pays all officials from the state office through Arbiter.
c. Officials working the contest are admitted free. Each is permitted to have one guest admitted free of charge.
d. The names, addresses and phone numbers of all OHSAA tournament field hockey officials have been provided to all coaches. It is the responsibility of the HOME SCHOOL to notify not only the officials if a game must be postponed but also the opposing school and Tournament Manager. Once a game has been rescheduled, all parties must be notified of the new date and time.

13. **MEDIA**
   
   Full cooperation is to be given to the media. However, prior arrangements are to be made by the media prior to all games.
14. EXPENSES
   a. No food is to be served at any tournament site at the expense of the OHSAA. Soft drinks may be provided to officials and the working media.
   b. Team Expenses – By action of the Board of Directors, no team expenses shall be paid for state qualifying games.

15. POSTPONED GAMES

   Both schools and officials must mutually agree on rescheduled games. The next day has been left open in most cases to accommodate this situation. OHSAA tournament games take precedence over regular season games. The Tournament Manager will assist in the rescheduling. If a decision cannot be made, Assistant Commissioner Jerry Snodgrass shall decide the date and time of the contest.

16. TICKETS

   The OHSAA will provide tickets to you at your draw meeting. These tickets are to be used for every game that you host during the tournament. Please be sure to keep track of the ticket numbers used for each game and record these on the reconciliation form. If you need more tickets, please contact Chris Walker at cwalker@ohsaa.org or by phone at 614-267-2502 as soon as possible. Unused tickets shall be returned in the envelope provided.

REPORTING RESULTS

Once your tournament begins, it is the responsibility of the host site to provide results so we can keep the brackets current, as well as prepare for upcoming games.

  Your assistance is critical in keeping our information current and accurate!

A representative from the home team of each preliminary game shall report results the same evening of the game or no later than 9:00am the next day.

Results may be submitted any of the following ways:
  - E-Mail – jclose@ohsaa.org
  - Voice Mail – 614-267-2502 ext. 129

AT THE CONCLUSION OF THE STATE QUALIFYING TOURNAMENT FINAL GAME ONLY, THE TOURNAMENT MANAGER SHALL EMAIL JENN CLOSE WITH THE RESULTS – jclose@ohsaa.org
GAME PROCEDURES

ANNOUNCEMENTS

You may already have prepared statements, and you are welcome to use those. The following announcements are provided if needed. Please feel free to modify as needed for your site.

OPENING REMARKS AND INTRODUCTIONS

Ladies and gentlemen, we live in a great country with freedoms like no other. In order to honor America, and in respect for all who have served our country to defend our freedoms, you are invited to stand and SING our National Anthem – The Star Spangled Banner.

NATIONAL ANTHEM

The Commissioner and Board of Control of the Ohio High School Athletic Association extend to each of you a cordial welcome to this field hockey tournament game between _____________ High School and _____________ High School.

The athletes playing here today are friendly rivals as members of opposing teams. The officials assigned to this game have been selected by the field hockey coaches in Ohio through a system approved by the Board of Directors. The officials for this game are:

_____________________________ Head Official
_____________________________ Second Official

The athletes, coaches and officials are guests of the Ohio High School Athletic Association. You are requested to treat them with respect in keeping with the ideals of good sportsmanship.

Now let us meet the coaches who have led their teams to this game.

Introduce coaches.

Introduce players – non-starters – starting 11 last

SITE MANAGER PAPERWORK

Please see the instructions for completing your financial report at the back of this manual.

- Financial & Personnel Reports
  - Financial and personnel reports available online where you can download and complete the forms. We strongly recommend that you complete these electronically and then forward to the OHSAA as described in the instructions. The website is http://www.ohsaa.org/financial/reports/htm.
  - Ticket reconciliation and return
BRACKETS – Please go to http://www.ohsaa.org/sports/fh/girls/default.asp to access the brackets
COMMUNICABLE DISEASE PROCEDURES

While risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that other blood borne infectious diseases can be transmitted. For example, Hepatitis B can be present in blood as well as in other body fluids. Procedures for reducing the potential for transmission of these infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform it must be changed before the athlete may participate.

2. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood or other body fluids is anticipated.

3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.

4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.

5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.

6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available.

7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.

8. Contaminated towels should be properly disposed of/disinfected.

9. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards and other articles containing body fluids.
Information on Concussion Management

CONCUSSION REGULATIONS – UPDATED FOR 2015-16

DATE OF IMPLEMENTATION – APRIL 26, 2013

Implementation of State Law and NFHS Playing Rules Related to Concussion and Concussed Athletes and Return to Play Protocol

Notwithstanding the leading role that the Ohio High School Athletic Association has played in the area of developing policies concerning concussion prevention, recognition and management, in December of 2012, Ohio’s Governor Kasich signed into law legislation that was passed by Ohio’s 129th General Assembly which incorporated much of what the OHSAA regulations previously mandated. This law adds several aspects to previous OHSAA regulations. Therefore, in order to be fully compliant with this law as signed by our Governor, modifications have been made to OHSAA policy. These modifications are set forth in these updated Concussion Regulations.

It is important for all individuals involved in interscholastic athletics to recognize the potential for catastrophic injury and even death from concussions. Thus it is extremely important that each coach, administrator, contest official and medical support personnel review their responsibilities in protecting students. Further both students and parents have responsibilities in this area as well.

Note: It has always been the ultimate responsibility of the coaching staff, in all sports, to ensure that students are only put into practice or contests if they are physically capable of performing. However, all individuals involved in the conduct of interscholastic competition have responsibilities in this endeavor.

In January 2011, the OHSAA Board of Directors adopted a sports regulation which incorporated the National Federation of State High School Associations (NFHS) playing rules related to concussion recognition and management. On April 26, 2013, legislation adopted by Ohio’s General Assembly on concussion and head injuries in youth sports became effective. On February 14, 2013, the OHSAA Board of Directors mandated that these regulations become effective on April 26, 2013 for the remainder of the spring sports season and thereafter. This OHSAA regulation, as amended to incorporate this recent legislation, now reads:

Any student, while practicing for or competing in an interscholastic contest, who exhibits signs, symptoms or behaviors consistent with having sustained a concussion or head injury (such as loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the practice or contest by either of the following:

1) The individual who is serving as the student’s coach during that practice or competition.

2) An individual who is serving as a contest official or referee during that practice or competition.

RETURN TO PLAY PROTOCOL

If a student is removed from practice or competition due to a suspected concussion or head injury, the coach or referee who removes the student shall not permit the student, ON THE SAME DAY THE STUDENT IS REMOVED, to return to that practice or competition or to participate in any other practice or competition for which the coach or contest official is responsible. Thereafter, which means no earlier than the next day, the coach or contest officials shall not permit the student to return to practice or competition until both of the following conditions are satisfied:

1) The student’s condition is assessed by either of the following:
   a. A physician, who is a person authorized under Chapter 4731 of the Ohio Revised Code (OCR) to practice medicine and surgery or osteopathic medicine or surgery (M.D. or D.O.)
   b. Any other licensed health care provider that the school district board of education or other governing authority of a chartered or non-chartered
nonpublic school, authorizes to assess the student who has been removed from practice or competition.

2) The student receives written authorization that it is safe for the student to return to practice or competition from a physician or other licensed health care provider authorized to grant the clearance. Click here http://ohsaa.org/medicine/AuthorizationToReenter.pdf to retrieve the OHSAA’s Medical Authorization to Return To Play (RTP) form.

A school district board of education or governing authority of a chartered or non-chartered nonpublic school may authorize a licensed health care provider who is NOT a PHYSICIAN to make an assessment and grant authorization for a student to return to participation ONLY if the provider is acting in accordance with one of the following as applicable to the provider’s authority to practice in Ohio:

1) In consultation with a physician;
2) Pursuant to the referral of a physician;
3) In collaboration with a physician, or
4) Under the supervision of a physician.

Note: A physician or other licensed health care provider who makes an assessment or grants clearance for a student to return to participation may be a volunteer.

COACHES REQUIREMENTS

All coaches, paid and volunteer, must possess a current Department of Education-issued Pupil Activity Program/Coaching Permit. When renewing this permit, the coach will be required to complete an online concussion education course as stipulated in the section entitled Approved Online Concussion Education Course. This course is valid for three years and expires at the time the Pupil Activity Program/Coaching Permit expires.

CONTEST OFFICIALS REQUIREMENTS

New legislation signed into law by the Governor provides that no school “shall permit” an individual to referee interscholastic athletic contests unless the individual holds a Pupil Activity Program/Coaching Permit or has successfully completed within the last three years a training program in concussion recognition. Therefore, all OHSAA licensed officials shall possess either a current Department of Education-issued Pupil Activity Program/Coaching Permit or show evidence of completing an approved online concussion education course as stipulated in the section entitled Approved Online Concussion Education Courses. This course is valid for three years from the date of completion.

STUDENT AND PARENT REQUIREMENTS

All students and their parents or legal guardians shall review and sign the “Concussion Information Sheet” which has been developed by the Ohio Department of Health and which shall be distributed by OHSAA member schools to all students and their parents prior to each sports season. Students and parents shall review and sign this form each year and should keep a copy of the form. In addition, parents and students are encouraged to complete an approved concussion education course. The Concussion Information Sheet can be found here:

http://www.healthyohioprogram.org/~/media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Interscholastic%20Concussion%20Form%20-%20ODH%20Revised%20ashx

APPROVED ONLINE CONCUSSION EDUCATION COURSES

The following free online training courses have been approved by the Ohio Department of Health for coaches and contest officials:

National Federation of State High School Associations Concussion in Sports - What you Need to Know:
(This free online course is available through the NFHS. Click the “order here” button, and complete a brief registration form to take the course. Follow these steps to complete the course:
1. Click on the button that says “Please Login to Order.” In the window that appears, click “Register Now.”

2. When your registration is complete, you may “order” the free concussion course offered along the left-hand side of the page. Continue following prompts. Although it may look like you will be charged for the course, there is no cost.

3. Once you’ve completed “Checkout,” you will be able to take the free online course.

4. When you have completed and passed the course, you have the option of printing a certificate of completion.

5. All Ohio Officials should select this option to print, retain a copy of the certificate and carry it with them to all contests.

Centers for Disease Control and Prevention Heads Up Concussion in Youth Sports On-Line Training Program: http://www.cdc.gov/concussion/HeadsUp/online_training.html -

PLEASE NOTE: Both courses offer a “certificate of completion” upon successful passage. The NFHS course allows organizations to search for and track coaches and other individuals such as contest officials who have completed the course, while the CDC course does not.

FREQUENTLY ASKED QUESTIONS

1. What are the “signs, symptoms, or behaviors consistent with a concussion?” The National Federation rule lists some of the signs, symptoms and behaviors consistent with a concussion. The U.S. Department of Health and Human Services, Centers for Disease Control and Prevention has published the following list of signs, symptoms and behaviors that are consistent with a concussion:

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<tr>
<th>SIGNS OBSERVED BY OTHERS</th>
<th>SYMPTOMS REPORTED BY ATHLETE</th>
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</thead>
<tbody>
<tr>
<td>• Appears dazed or stunned</td>
<td>• Headache</td>
</tr>
<tr>
<td>• Is confused about assignment</td>
<td>• Nausea</td>
</tr>
<tr>
<td>• Forgets plays</td>
<td>• Balance problems or dizziness</td>
</tr>
<tr>
<td>• Is unsure of game, score, or opponent</td>
<td>• Double or fuzzy vision</td>
</tr>
<tr>
<td>• Moves clumsily</td>
<td>• Sensitivity to light or noise</td>
</tr>
<tr>
<td>• Answers questions slowly</td>
<td>• Feeling sluggish</td>
</tr>
<tr>
<td>• Loses consciousness</td>
<td>• Feeling foggy or groggy</td>
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<tr>
<td>• Shows behavior or personality changes</td>
<td>• Concentration or memory problems</td>
</tr>
<tr>
<td>• Cannot recall events prior to hit</td>
<td>• Confusion</td>
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<td>• Cannot recall events after hit</td>
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2. Who is responsible for administering this rule?

All individuals who have responsibilities and duties in the interscholastic athletics environment are responsible: coaches, contest officials, administrators, students, parents and medical personnel.

3. What is the role of coaches in administering this rule?

• Coaches are to review and know the signs and symptoms of concussion and to prohibit any athlete who displays these signs or symptoms from participating in a practice or a contest.

• Coaches are not medical professionals and have no authority to determine whether or not a student has sustained a concussion. The coach is responsible for insuring that the student’s parents are notified and the student is referred to a medical professional.

• Coaches shall be aware that any student removed from a practice or a contest due to a suspected concussion or head injury shall not return to participation on the same day as the removal.

• Coaches shall possess a current Pupil Activity Program/Coaching Permit and shall take one of the approved online concussion courses upon renewal of the permit.

4. What is the role of contest officials in administering the rule?

• Officials are to review and know the signs and symptoms of concussion and to direct immediate removal of any student who displays these signs or symptoms. When informing the head coach about removal of an athlete, the official shall be accompanied by another (second) official if possible.

• An official shall not permit the athlete who has been removed under this rule to return to competition.
that same day.

- If a contest official is aware that a student has been permitted to return to competition on the same day as removal, that official shall immediately stop play and remove that student from competition and report the incident to the OHSAA.

- Note that officials are not medical professionals and have no authority to determine whether or not a student has sustained a concussion. The official is responsible for directing removal when he or she observes signs and symptoms that may indicate a student is concussed.

- All Officials shall possess either a current Pupil Activity Program/Coaching Permit or shall complete one of the online concussion courses which are valid for three years from the date of completion.

- At initial licensure or renewal of the OHSAA officiating permit, the official shall indicate that he or she has either a current Pupil Activity Program/Coaching Permit or has completed one of the approved online concussion courses.

- All officials should carry with them evidence of completion of one of these options at all times while officiating a contest.

- Officials are required to submit to the OHSAA the “OHSAA Concussion Report” within 48 hours whenever a student has been removed from a contest under this regulation.

5. What are the expectations of student-athletes in concussion management?

- While all individuals involved in the interscholastic athletics program have a responsibility to recognize the potential for catastrophic injury and even death from concussions, it is also the responsibility of student-athletes to recognize the signs, symptoms and behaviors consistent with a concussion.

- Student-athletes who exhibit symptoms such as loss of consciousness, headache, dizziness, confusion or balance problems, have the responsibility to report these immediately to their coach and/or health care professional. Teammates also share the responsibility to report these symptoms when they are exhibited by a fellow student-athlete.

- Student-athletes shall review and sign, on an annual basis, along with their parents or legal guardians, the Ohio Department of Health’s Concussion Information Sheet found on the OHSAA website and at this link http://www.healthyohioprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Interscholastic%20Concussion%20Form%20-%20ODH%20Revised%202.ashx

6. Who decides if an athlete has not been concussed and/or who has recovered from a concussion?

- Only an M.D. (Medical Doctor), D.O. (Doctor of Osteopathy), or another health care provider approved by the school’s Board of Education or other governing body who is acting in accordance with one of the following as applicable to the provider’s authority to practice in Ohio:
  1) In consultation with a physician;
  2) Pursuant to the referral of a physician;
  3) In collaboration with a physician;
  4) Under the supervision of a physician.

is empowered to make the on-site determination that an athlete has not received a concussion. Even if that determination has been made, however, the student may not return to practice or competition on the same day he/she has been removed from a practice or competition (see No. 7 below).

- If any one of these physicians or authorized medical providers has answered that “yes” there has been a concussion, that decision is final.

7. Can an athlete return to play on the same day as he/she has been removed from a practice or competition for a suspected concussion?

- No, under no circumstances can that athlete return to play that day.
• No coach or contest official shall allow a student to return to practice or to competition on any day after the initial removal until that student has been assessed and cleared for return with written authorization by a physician or licensed health care provider authorized by the school.

• If the event continues over multiple days, then the designated event physician has ultimate authority over return to play decisions.

8. Once the day has concluded, who can issue authorization to return to practice/competition in the sport for a student who has diagnosed with a concussion?

• Once a concussion has been diagnosed by a physician or other approved health care provider, only a physician or approved provider can authorize subsequent Return To Play (RTP), and such authorization shall be in writing to the administration of the school. This written RTP authorization shall be kept at the school indefinitely as a part of that student’s permanent record. Click here http://ohsaa.org/medicine/AuthorizationToReenter.pdf to access the OHSAA “Medical Authorization to Return to Play” Form.

• School administration shall then notify the coach as to the permission to return to practice or play.

9. What should be done after the student is cleared by an appropriate health care professional?

• After a clearance has been issued, the student’s actual return to practice and play should follow a graduated protocol.

• The National Federation of State High School Associations has included the following graduated protocol in its Suggested Guidelines for Management of Concussion in Sports: (Note: This is simply a suggested protocol. The appropriate health care professional who issues the clearance may wish to establish a different graduated protocol.)

NFHS SUGGESTED MEDICAL CLEARANCE RETURN TO PLAY PROTOCOL

1. No exertional activity until asymptomatic.

2. When the athlete appears clear, begin low-impact activity such as walking, stationary bike, etc.

3. Initiate aerobic activity fundamental to specific sport such as running or skating, and may also begin progressive strength training activities.

4. Begin non-contact skill drills specific to sport such as dribbling, fielding, batting, etc.

5. Full contact in practice setting.

6. Game play/competition.
   • Athlete must remain asymptomatic to progress to the next level. (It is often suggested that an athlete not be allowed to progress more than one level per day.)
   • If symptoms recur, athlete must return to previous level and should be reevaluated by an appropriate health care professional.
   • Medical check should occur before contact. (Final written clearance from the medical professional shall be obtained before the athlete engages in any unrestricted or full contact activity.)

QUICK LINKS FROM THE OHIO DEPARTMENT OF HEALTH


Ohio’s Return to Play Law: What Parent/Guardians Need to Know -

**ADDITIONAL CONCUSSION RESOURCES**
Ohio Department of Health, Violence and Injury Prevention Program - Sports/Recreation Traumatic Brain Injuries -
http://www.healthyohioprogram.org/vipp/child/tbi.aspx

CDC Heads Up: Concussion in Youth Sports

Nationwide Children’s Hospital – Concussion Information Toolkit - http://www.nationwidechildrens.org/concussion-toolkit

CDC Materials on Returning to School for Parents, School Nurses and Educators -
http://www.cdc.gov/concussion/HeadsUp/schools.html

Ohio Legislative Service Commissioner HB 143 Bill Analysis - http://www.lsc.state.oh.us/analyses129/12-hb143-129.pdf

Brain Injury Association of Ohio – www.biaoh.org
NFHS rules and OHSAA policy require a student who exhibits signs, symptoms or behaviors associated with concussion to be removed from a contest and not permitted to reenter competition without written medical authorization from a physician (M.D. or D.O.) or an Athletic Trainer. This form shall serve to document that a student has been removed from a contest in accordance with NFHS and OHSAA rules due to exhibiting signs, symptoms and/or behaviors consistent with a concussion. The contest official must complete this form and forward it to the OHSAA within 48 hours after the conclusion of the contest. It is recommended that the official keep a copy of this report. In addition, if required by NFHS rule, an appropriate entry shall be made in the scorebook or other document as prescribed.

Student’s Name___________________________ ______________________________Date_________

School Name______________________________________________________________

Sport ______________________________

Level of Contest (Circle One) 7th 8th 9th JV Varsity

Official’s Name __________________________________________ OHSAA Permit # __________

Comments:

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

Please forward to Andrea Heiberger at the OHSAA within 48 hours.
For Your Public Address Announcer

The overtime procedure for a game tied at the end of 60 minutes:

1. After a 5-minute interval, there will be one 10-minute sudden victory overtime period. This means that the first team to score shall be the winner.

2. If the score remains tied after the first sudden victory overtime period, there will be a 2-minute interval after which the teams will play a second 10-minute sudden victory overtime period.

3. If the game still remains tied after the second overtime period, there will be a series of Penalty Strokes with each team having the opportunity to select five players to take the strokes.

4. If one team scores more goals in the first set of five strokers for each team, they win and advance.

5. If the teams are still tied after five strokers, they will proceed to a second set of five strokers. This round is sudden victory, wherein if one team’s stroker scores and the other’s does not, the scoring team wins and advances without more strokes being taken.

6. If the teams are still tied at the end of the sudden victory penalty stroke series, another set of sudden victory strokes will continue until a winner is determined.

Good luck to both teams!
INSPECTION OF STATE QUALIFYING TOURNAMENT SITES – FIELD HOCKEY

The Board of Directors of the Ohio High School Athletic Association has ruled that all tournament sites should be thoroughly inspected by the manager and/or other competent individuals so as to insure that the facility is safe for tournament participation. This precaution should take place within the week prior to the first tournament game.

After your facilities have been carefully inspected, sign the report and send to the OHSAA.

We the undersigned, hereby certify that we have carefully inspected the floor, premises and facilities of the tournament site and found no apparent defects before the first game of the tournament has been played.

________________________________________________
________________________________________________
________________________________________________
________________________________________________

TOURNAMENT SITE________________________________________
Location

DATE____________________________

RETURN TO JENN CLOSE AT THE OHSAA EMAIL AT jclose@ohsaa.org