



2015 OHSAA Field Hockey Qualifying Tournament Manual



Ohio High School Athletic Association
4080 Roselea Place, Columbus, Ohio 43214
Ph: 614-267-2502, Fax: 614-267-1677
Website: ohsaa.org



OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

4080 Roselea Place ~ Columbus, OH 43214

(614) 267-2502 ~ (614) 267-1677 (fax)

www.ohsaa.org

TO: Field Hockey Coaches and Athletic Administrators of Field Hockey Schools and Tournament Managers
FROM: Deborah B. Moore, Associate Commissioner
DATE: September 2015
RE: State Qualifying Tournament Information

Greetings! Please find within this document, which is posted to the Field Hockey page at ohsaa.org, your **2015 Field Hockey Qualifying Tournament Manual** for your use as you prepare to enter the 2015 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 – Orange or yellow
- ✓ Tickets to be used
- ✓ Tie-Break Procedures
- ✓ Sample Announcements
- ✓ Site/ Managers Agreements
- ✓ Site Inspection Form

Please note that we are asking for each of you to complete a manager agreement and site agreement/inspection form and send to the OHSAA office care of Emily Gates at egates@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. Also, new for 2015, schools will receive 500 tickets from the tournament 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.

State Qualifying Finals Tournament Managers – Please see the notes below:

Enclosed in this manual is information to assist you with your draw meeting and with the conduct of the final game in your state qualifying tournament. **We are no longer sending you brackets with all officials listed for distribution to your coaches after your draw meeting. Instead Brenda Murray from our office will email you a spreadsheet which will contain the date, location, names of participating teams and the names of all officials by contest for your tournament after the draw meeting is completed and we receive your brackets.**

We are instituting a new ticket procedure for 2015. Chris Walker will be sending you tickets (two rolls – total of 500) for each of the schools in your tournament. We are asking you to distribute these tickets and the accompanying instructions to each school at the draw meeting on October 11. These tickets shall be used each time the school hosts a tournament game. If more tickets are required, please instruct the schools to have the athletic administrator contact Chris Walker at cwalker@ohsaa.org. If tickets are not used or there are remaining tickets, please ship them back to the OHSAA using the return envelope. We are also providing 500 tickets (1000 for the two Dublin Jerome final games) for your use in the final qualifying tournament game.

Please remember to fax or e-mail a copy of your tournament bracket to Emily Gates **immediately after your draw meeting** (fax 614-267-1677 or egates@ohsaa.org).



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STATE QUALIFYING TOURNAMENT MANAGERS

Rules Book – Sent under Separate Cover

State Qualifier Information – Please remind your State Qualifying Championship coach before he / she leaves the field to go to the website to ensure that all forms have been forwarded to the OHSAA. The pertinent information includes:

- Instructions
- Program/Publicity Information
- Team Pass List
- Mileage Report
- Official Roster and Lineup

Note: These forms are on our website in a downloadable format

Seeding Usernames and Passwords – To Come From Brenda Murray

FIELD HOCKEY SCHOOLS

1. Online Seeding Instructions – TO COME FROM BRENDA MURRAY

2. 2015 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 – Deadline: October 28 at 9:00 a.m.** to Tim Stried (tstried@ohsaa.org)

Please go to <http://www.ohsaa.org/sports/fh/girls/tournamentinfo.htm> to access the forms.

- b. **Team Forms – Deadline: November 4 at 9:00 a.m.** to Emily Gates (egates@ohsaa.org)

See page one of the manual for details.

- i. Official Line-up and Roster – <http://www.ohsaa.org/sports/fh/girls/tournamentinfo.htm>
- ii. Team Pass List – <http://www.ohsaa.org/sports/fh/girls/tournamentinfo.htm>
- iii. Mileage Report – <http://www.ohsaa.org/sports/fh/girls/tournamentinfo.htm>

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

2015 OHSAA Field Hockey Tournament Calendar	
October 9	Coaches must submit their team's win/loss record, complete schedule and comments to the website by 9:00 A.M.
October 10	Coaches must complete their seeding ballot online by 3:00 P.M.
October 11	Drawing Meeting at each Tournament Site – To be determined by each individual Tournament Manager
October 19-31	Qualifying Tournaments
October 31	Qualifying Tournaments Final Game
November 6 & 7	State Tournament – Upper Arlington High School, Columbus, Ohio

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 use by coaches.

TOURNAMENT MANAGER INSTRUCTIONS – ALL SITES

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.

- a. The tournament manager will fax or e-mail a copy of your tournament bracket to Emily Gates **immediately after your draw meeting** (fax 614-267-1677 or egates@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 has received her or his customized instruction sheet listing user name and password. **THE MANAGER WILL NEED TO NOTIFY ALL COACHES IN YOUR TOURNAMENT OF THE PLACE AND TIME FOR THE DRAW MEETING THAT IS SCHEDULED FOR SUNDAY, OCTOBER 11, 2015.**

- 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 Dublin, 1-12 in Gates Mills and 1-8 in Kettering)
- 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 the 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 tournament entry form is now electronic and must be submitted by the athletic administrator no later than October 5 through the school's **myOHSAA** account. Head coaches must submit the OHSAA eligibility certificate to the tournament manager who will then forward all forms to the OHSAA, attention, Emily Gates.

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. Contact Emily Gates at the OHSAA via email – egates@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. After each qualifying game prior to the Qualifying Final, a **representative of the home team** shall email the OHSAA with the mileage (one way) for both contest officials. Contact Todd Boehm via email – tboehm@ohsaa.org – with this information.
- c. **IMMEDIATELY following the completion of the State Qualifying Final Game, notify Deborah Moore at the OHSAA office no later than Saturday evening or Sunday evening, in the event of a postponement. Please email to dmoore@ohsaa.org or call 614-267-2502. At the voice prompt, dial extension 115. 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 in order to insure 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 orange or yellow** field hockey game ball. Please know the yellow is for those that are color blind (typically those that are color blind see orange as green).

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.
There shall be one team time-out per team permitted during each 10 minute SV overtime period.
- C. 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.
- D. 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.
- E. 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.
- F. 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 strokers 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 Final State Qualifying Manager, see "Tournament Manager Instructions – Final State Qualifying Site")

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. Please refer to the "Working with the Media" which is posted at <http://www.ohsaa.org/news/media/WorkingwithMedia.pdf>

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, Associate Commissioner Deborah Moore 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.

TOURNAMENT MANAGER INSTRUCTIONS – FINAL STATE QUALIFYING GAME SITE

1. **MANAGER'S PAPERWORK**

- a. Please call Deborah Moore at the OHSAA office (614-267-2502 x115) immediately following the final field hockey qualifying games to report the schools that qualified for the State Tournament as well as all game scores. Please leave complete information on the voice mail system. This information can also be emailed to dmoore@ohsaa.org
- b. Results Form – Representatives from the home team should use the enclosed forms to report the results from each site. Teams should submit the requested information **immediately following the conclusion** of the game.

c. **State Qualifier Information** - Please direct your Championship coach to the Field Hockey Page on the OHSAA website. The site contains important information regarding the finalists' online meeting and the state tournament. No finalists meeting will be held at the OHSAA office this year. Information for state tournament finalists shall be forwarded to the athletic administrator of each school via an overnight packet of materials which shall include tickets, and a manual about all tournament procedures. Staff liaison Deborah Moore and our Field Hockey Tournament Manager shall be available for consultation and to answer any questions between the hours of 10:30 AM and Noon on Monday, November 2.

- c. For your reference, all "State Qualifier" information is placed on the OHSAA website for use by school coaches.
- d. For your reference, the OHSAA website (www.ohsaa.org) contains additional tournament information.
- e. Scouts, coaches, etc. - Two complimentary tickets for scouting purposes are to be given to competing schools qualifying for final field hockey tournament contests, if tickets are requested of the tournament manager. **College scouts, coaches, etc. are NOT to be admitted free.** If they wish to attend, they must purchase tickets.
- f. District Board Members - all District Board members have been issued sports passes for the 2015-16 school year. They may use these passes for admittance to any field hockey tournament contest.



Pass is orange for the current 2015-16 school year

- g. Site and Manager Agreement Forms – please complete and forward to Emily Gates at OHSAA. These can be found in the back of this manual.

2. GAME PERSONNEL

- Provide adequate security for the competing teams and crowd control.
- The Qualifying Final Tournament Manager will select an official scorer and timer and scoreboard operator.
- Officials will be assigned by the OHSAA Commissioner's office.
- The manager shall be available at all times during the final tournament contest. **If the manager wishes to attend any other preliminary round games, there is a form enclosed to document travel expenses; however, preliminary round games are under the supervision of the host site administration.**
- There shall be a host for each of the competing teams.
- There shall be a designated host to greet officials and direct them to their dressing area.
- State Qualifying Tournament Manager's fee is \$110.00 per game.**

4. AWARDS

- The OHSAA provides a trophy for the State Qualifying winner and Runner-up. Check your trophies immediately upon arrival and if broken contact **Croton Craft. (800-947-5521)**. Our contact person is Travis Nethers.
- There should be an appropriate awards ceremony. The following persons in the order named, if in attendance, shall present the awards: a Commissioner, a Board of Directors Member, or a District Board Member. If none of those previously mentioned are present, the Tournament Manager shall present the awards.
- A sample awards presentation announcement is provided on page 10.
- No awards are to be presented at the State Qualifying Tournaments except those furnished by the Ohio High School Athletic Association.

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.

Game results may be submitted any of the following ways:

- E-Mail – egates@ohsaa.org
- Voice Mail – 614-267-2502 ext. 107

AT THE CONCLUSION OF THE STATE QUALIFYING FINAL TOURNAMENT GAME, THE TOURNAMENT MANAGER SHALL CALL OR EMAIL DEBORAH MOORE WITH THE RESULTS – Voice Mail – 614-267-2502 ext. 115 or dmoore@ohsaa.org

When reporting your results, be sure to include the following information:

- Tournament Site
- Competing Schools
- Score – be sure to identify the winning and losing teams
- Records - be sure to include the current record of the winning team.
- Tournament Manager Contact Information – needed in case we need to follow up for additional information

Please report results immediately following the conclusion of your games if at all possible, but no later than 9:00 am the following morning.

EXCEPTION: ALL STATE QUALIFYING FINAL GAME RESULTS MUST BE REPORTED NO LATER THAN 9:00 PM on Saturday evening after the finals have concluded.



2015 FIELD HOCKEY QUALIFYING TOURNAMENT RESULTS

IMPORTANT - IMPORTANT - IMPORTANT

In order to assist us in releasing the qualifying tournament pairings, please submit the requested information about your game to our office **as soon as possible after the game**. In the event your game is rained out and re-scheduled, please submit the new date and time information **as soon as possible**.

Thank you in advance for your assistance!

You have three options for submitting this information:

- **Via Fax** – complete this form and fax (614-267-1677) it to the attention of Emily Gates
- **Via Phone** – call with all the information listed below to 614-267-2502 ext. 107
- **E-Mail** – e-mail the information listed below to egates@ohsaa.org

FIELD HOCKEY

Winning Team: _____ Current Record: _____

Losing Team: _____

Final Score: _____

Tournament Site: : _____ Tournament Date: _____

Tournament Manager: _____

Tourney Mgr. Contact Numbers (____) _____

(____) _____

(____) _____

email _____

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 Directors 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

AWARDS PROCEDURE ANNOUNCEMENT – for use at State Qualifying Championship Games

Ladies and gentlemen, let's give a nice round of applause to both teams for their efforts today.

Your attention is directed to the field. At this time, we will recognize the team from _____ High School as the 2015 State Qualifying runner-up team, ending their season with a record of _____ wins and _____ losses. Great job ladies.....your families and friends are very proud of you!

Now we will recognize the team from _____ High School as the 2015 State Qualifying championship team with a record of _____ wins and _____ losses. They will be moving on to the State Field Hockey Championship next weekend. Congratulations and we'll see you at the Upper Arlington High School in Columbus!

MANAGER PAPERWORK

The following forms are provided for use by managers as indicated:

- **Fax Form for Reporting Results**
 - For use by all site tournament managers
 - Reminder: Managers of the final qualifying games are to call or email Deborah Moore immediately after the conclusion of the regional finals.

- **Financial & Personnel Reports**
 - Financial and personnel reports are available online where you can download and complete the forms (the address is www.ohsaa.org/financial/reports.htm)
 - Unused tickets and reconciliation are to be returned to the OHSAA c/o Todd Boehm, Comptroller.

- **Site and Manager Agreement Forms**
 - Please complete the Manager Agreement Form and forward to Emily Gates at OHSAA
 - Please insure that a representative from the site of the final qualifying game (Dublin Jerome, Gates Mills and Kettering) completes the Site Agreement Form. Forward to Emily Gates at OHSAA.

BRACKETS – Please Go to the Field Hockey Page at ohsaa.org to access

FIELD HOCKEY COACHES 2015

COACH	SCHOOL	ADDRESS	CITY	ZIP	PHONE
KARA WHITLATCH	BEXLEY	326 S CASSINGHAM RD	COLUMBUS	43209	(614) 231-4309
ABBY EVANS	BISHOP HARTLEY	1285 ZETTLER ROAD	COLUMBUS	43227	(614) 237-5421
JANET BAIRD	BISHOP WATTERSON	99 E COOKE RD	COLUMBUS	43214	(614) 268-8671
HILLARY SCHWALLIE	CLEVELAND HEIGHTS	13263 CEDAR ROAD	CLEVELAND HTS.	44118	(216) 320-3014
ANNE HORTON	COLUMBUS ACADEMY	4300 CHERRY BOTTOM RD	GAHANNA	43230	(614) 475-2311
JESSICA SCHIRNER	COL. SCHOOL FOR GIRLS	56 S. COLUMBIA AVENUE	COLUMBUS	43209	(614) 252-0781
CAREN LESLIE	DUBLIN COFFMAN	6780 COFFMAN RD	DUBLIN	43017	(614) 764-5900
COLLEEN BENDER	DUBLIN JEROME	8300 HYLAND-CROY ROAD	DUBLIN	43016	(614) 718-8261
HANNAH COUGHLIN	DUBLIN SCIOTO	4000 HARD RD	DUBLIN	43016	(614) 717-2464
BOBBI SEIDELL	GRANVILLE	248 NEW BURG ST	GRANVILLE	43023	(740) 587-8164
AHYODHA KISHNA	HATHAWAY BROWN	19600 N PARK BLVD	SHAKER HEIGHTS	44122	(216) 320-8086
LYNN BYNUM	HAWKEN	12465 COUNTY LINE RD	GATES MILLS	44040	(440) 423-2915
LAURIE WILKINS	HUDSON	2500 HUDSON AURORA RD	HUDSON	44236	(330) 653-1438
TARA ROSE	INDIAN HILL	6865 DRAKE ROAD	CINCINNATI	45243	(513) 272-4550
PATTY BAIRD	KETTERING FAIRMONT	3301 SHROYER RD	KETTERING	45429	(937) 499-1603
ALLIE KINNIARD	LANCASTER	1312 GRANVILLE PIKE	LANCASTER	43130	(740) 681-7500
KELLY CARIOTA	LAUREL	1 LYMAN CIRCLE	SHAKER HEIGHTS	44122	(216) 455-3049
OKSANA FEDOROVA	MAGNIFICAT	20770 HILLIARD BLVD	ROCKY RIVER	44116	(440) 331-1572
TERRI HERRMANN	MAUMEE VALLEY CTRY DAY	1715 S REYNOLDS ROAD	TOLEDO	43614	(419) 381-1313
BETH VONDERBRINK	MOUNT NOTRE DAME	711 E COLUMBIA AVE	CINCINNATI	45215	(513) 821-3044
NIKKI WIMSATT	NEW ALBANY	7600 FODOR ROAD	NEW ALBANY	43054	(614) 413-8325
MITCH MILLER	OAKWOOD	1200 FAR HILLS AVE	DAYTON	45419	(937) 297-5325
BIZ BREHM	OLENTANGY	675 LEWIS CENTER ROAD	LEWIS CENTER	43035	(740) 657-4110
MARIANNE FLANNERY	OLENTANGY LIBERTY	3584 HOME RD	POWELL	43065	(740) 657-4200
ANNA KAROUSIS	OLENTANGY ORANGE	2840 E ORANGE RD	LEWIS CENTER	43035	(740) 657-5110
CHERI WAGGLE	ORANGE	32000 CHAGRIN BLVD	PEPPER PIKE	44124	(216) 831-8600
TAMMY TALMAGE	OTTAWA HILLS	2532 EVERGREEN ROAD	TOLEDO	43606	(419) 534-5376
KC NEMEC	ROOSEVELT	1400 N MANTUA ST	KENT	44240	(330) 676-8700
HILARY ANDERSON	SHAKER HEIGHTS	15911 ALDERSYDE DRIVE	SHAKER HEIGHTS	44120	(216) 295-4264
TORI VOGELGESANG	ST URSULA ACADEMY	1339 E MC MILLAN ST	CINCINNATI	45206	(513) 961-3410
VIRGINIA WOHLABAUGH	STOW-MUNROE FALLS	3227 E GRAHAM RD.	STOW	44224	(330) 689-5300
ELLI MCSWAIN	SUMMIT COUNTRY DAY	2161 GRANDIN RD	CINCINNATI	45208	(513) 871-4700
KATE BYRD	TALAWANDA	5301 UNIVERSITY PARK BLVD	OXFORD	45056	(513) 273-3200
TERRI SIMONETTI-FROST	THOMAS WORTHINGTON	300 W GRANVILLE RD	WORTHINGTON	43085	(614) 450-6225
KELLY RODERICK	UPPER ARLINGTON	1650 RIDGEVIEW RD	COLUMBUS	43221	(614) 487-5210
ELLI WORKUM	URSULINE ACADEMY	5535 PFEIFFER RD	CINCINNATI	45242	(513) 791-5791
MICHELE HAZZARD	WORTHINGTON KILBOURNE	1499 HARD RD	COLUMBUS	43235	(614) 450-6425

MEDICAL & SAFETY

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 REQUIRMENTS

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 REQUIRMENTS

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%202.ashx>

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:](http://www.nfhslearn.com/electiveDetail.aspx?courseID=38000)

<http://www.nfhslearn.com/electiveDetail.aspx?courseID=38000>

(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)
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:

SIGNS OBSERVED BY OTHERS	SYMPTOMS REPORTED BY ATHLETE
<ul style="list-style-type: none"> • Appears dazed or stunned • Is confused about assignment • Forgets plays • Is unsure of game, score, or opponent • Moves clumsily • Answers questions slowly • Loses consciousness • Shows behavior or personality changes • Cannot recall events prior to hit • Cannot recall events after hit 	<ul style="list-style-type: none"> • Headache • Nausea • Balance problems or dizziness • Double or fuzzy vision • Sensitivity to light or noise • Feeling sluggish • Feeling foggy or groggy • Concentration or memory problems • Confusion

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.healthyohiprogram.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 Department of Health Concussion Information Sheet](#) -

<http://www.healthyohioprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Interscholastic%20Concussion%20Form%20-%20ODH%20Revised%202.ashx>

[Online Concussion Management Training](http://www.healthyohioprogram.org/concussion.aspx#Training) - <http://www.healthyohioprogram.org/concussion.aspx#Training>

[Ohio's Return to Play Law: Frequently Asked Questions](#) -

<http://www.healthyohioprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Frequently%20Asked%20Questions%20Updated%202513.ashx>

[Ohio's Return to Play Law: What Coaches and Referees Need to Know](#) -

<http://www.healthyohioprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Return%20to%20Play%20-%20What%20Coaches%20Need%20to%20Know%20-%20School%20Sports%20-%20Final.ashx>

[Ohio's Return to Play Law: What Parent/Guardians Need to Know](#) -

<http://www.healthyohioprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Return%20to%20Play%20-%20What%20Parents-Guardians%20Need%20to%20Know%20-%20School%20Sports%20-%20Final.ashx>

ADDITIONAL CONCUSSION RESOURCES

[Ohio Department of Health, Violence and Injury Prevention Program - Sports/Recreation Traumatic Brain Injuries - http://www.healthyohiprogram.org/vipp/child/tbi.aspx](http://www.healthyohiprogram.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



Ohio High School Athletic Association
 -4080 Roselea Place
 Columbus, Ohio 43214
 Telephone: 614-267-2502; Facsimile – 614-267-1677
www.ohsaa.org

OHSAA CONCUSSION REPORT

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.



FIELD HOCKEY Tournament Overtime Procedures



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 stokers for each team, they win and advance.
5. If the teams are still tied after five stokers, they will proceed to a second set of five stokers. This round is sudden victory, wherein if one team's stoker 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!

Ohio High School Athletic Association
4080 Roselea Place
Columbus, Ohio 43214
614-267-2502

STATE QUALIFYING FIELD HOCKEY TOURNAMENT SITE AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2015 by and between the Ohio High School Athletic Association (hereinafter "OHSAA") and _____ (hereinafter "OWNER").

WHEREAS, the OHSAA will be conducting its _____ fall _____ tournament in _____ (season) beginning _____ October 19 _____ (start date)
Field Hockey (sport)

and ending _____ October 31 _____; and (end date)

WHEREAS, the OWNER desires to provide its facilities to the OHSAA to host certain contests as part of the aforementioned tournament;

NOW, THEREFORE, in consideration of the mutual promises herein contained, and for other valuable consideration, the parties hereto agree as follows:

1. The OHSAA shall pay to OWNER the sum of _____ Dollars (\$ _____) for the exclusive use of the OWNER's _____ field hockey _____ facilities (sport)

including, but not limited to, the playing field/court, spectator stands, locker room, parking and press box facilities. Said payment shall be made on or before _____ days following the conclusion of the event described herein.

2. OWNER shall make available to the OHSAA the aforementioned facilities for the following dates:

The OHSAA, its employees, agents, and/or representatives shall have the privilege of entering upon said facilities at all reasonable times prior to the contemplated use for the purpose of preparing said facilities for its intended use.

3. The OHSAA agrees to indemnify and save OWNER harmless against any and all claims arising from the OHSAA's negligence and/or the negligence of the OHSAA's employees, agents, or representatives, which negligence occurs a) during the period of occupancy hereunder, and b) during the course and scope of said employee's, agent's, or representative's work for the OHSAA.

4. The OHSAA shall secure a policy of liability from a reputable insurance company authorized to do business in Ohio, for personal injury and property damage claims and shall have limits of not less than \$1,000,000. Each party shall maintain a liability insurance policy naming the other party as an Additional Insured. Furthermore, each party shall be responsible for their own acts of negligence under the policies.

5. Notwithstanding the provisions of Paragraph 4 above, the parties hereto mutually waive all right of recovery against each other for any loss or damage to the extent that the payment therefore is made under fire or extended coverage insurance or similar insurance on any and all property, whether real or personal, at the aforementioned facilities.

6. In addition to the aforementioned facilities, OWNER agrees to provide the services, and the OHSAA agrees to pay for said services, in accordance with the 'SCHEDULE OF ADDITIONAL SERVICES' attached hereto and incorporated herein.

OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

By Deborah B. Moore

Its Associate Commissioner

OWNER : _____

By _____

Its _____

OHIO HIGH SCHOOL ATHLETIC ASSOCIATION
4080 ROSELEA PLACE, P.O. BOX 3748
COLUMBUS, OHIO 43214

STATE QUALIFYING TOURNAMENT MANAGER AGREEMENT – FIELD HOCKEY

THIS AGREEMENT made and entered into this _____ day of _____, 2015 by and between the Ohio High School Athletic Association (hereinafter "OHSAA") and _____ (hereinafter "MANAGER").

WHEREAS, the OHSAA will be conducting its _____ Fall _____ tournament in _____ (season)
Field Hockey beginning October 19
(sport) (start date)
and ending October 31 (hereinafter "Tournament"); and
(end date)

WHEREAS, some of the contests held in conjunction with the Tournament will be held at _____
_____ site (hereinafter "Site");

WHEREAS, the MANAGER desires to provide his/her services to the OHSAA as manager of certain contests as part of the aforementioned Tournament at the aforementioned site;

NOW, THEREFORE, in consideration of the mutual promises herein contained, and for other valuable consideration, the parties hereto agree as follows:

1. **COMPENSATION.** The OHSAA shall pay to MANAGER the sum of One Hundred and Ten Dollars (\$ 110.00) for the services rendered in connection with the heretofore described "Tournament". Payments will be made promptly to MANAGER within thirty (30) days following the conclusion of the "Tournament".

2. **INDEPENDENT CONTRACTOR.** MANAGER's relationship with OHSAA shall be that of an independent contractor and nothing contained in this Agreement shall be construed as establishing an employer/employee relationship, partnership, or joint venture between OHSAA and MANAGER. Accordingly, there shall be no withholding for tax purposes from any payment by OHSAA to MANAGER herein. Furthermore, MANAGER, as an independent contractor, shall be solely responsible for the payment of all Federal, State and local taxes and other liabilities arising out of payments received pursuant to Paragraph 1 above and shall save and hold the OHSAA harmless on the same.

3. **MANAGER'S DUTIES.** All facets of the games/contests which are the subject of the Tournament, shall be conducted in accordance with the "Tournament Manager's Packet" provided by the OHSAA. Notwithstanding the aforementioned, MANAGER shall have sole discretion in determining the means and methods of discharging these duties including, but not limited to, the engagement of Tournament personnel, security and safety personnel, ticket takers, etc. in order to meet the desired results of the OHSAA to provide a wholesome competition experience and insure the maximum protection of the health and safety of the participants and spectators.

4. **FINANCIAL REPORT(S).** Within _____ days following the conclusion of the subject events MANAGER shall submit to the OHSAA a "Financial Report" on the forms prescribed by the OHSAA. In the event MANAGER is unable to complete this Report in the time frame outlined herein, MANAGER may request in writing an extension for said deadline in which request MANAGER shall identify any and all specific problems MANAGER is having with completing this Report.

5. **NON-ASSIGNABLE.** MANAGER may not assign MANAGER's rights and obligations under this Agreement without first obtaining the written consent of the OHSAA.

OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

By Deborah B. Moore

Its Associate Commissioner

MANAGER: _____

By _____

Its _____



Ohio High School Athletic Association
 4080 Roselea Place, Columbus, Ohio 43214
 Ph: 614-267-2502
 Fax: 614-267-1677
 Web Site: www.ohsaa.org

<http://www.ohsaa.org/>

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 EMILY GATES AT THE OHSAA EMAIL AT egates@ohsaa.org



Ohio High School Athletic Association
4080 Roselea Place, Columbus, Ohio 43214

OHSAA STATE QUALIFYING FIELD HOCKEY TOURNAMENT

Each school participating in the OHSAA field hockey tournament shall receive 500 tickets that shall be used when the school hosts a qualifying round game. If your school does not host a game or does not use all the tickets, please complete the reconciliation form below and return the unused tickets to the OHSAA using the enclosed envelope. If you require more tickets, please contact Chris Walker at cwalker@ohsaa.org or at 614-267-2502 as soon as possible.

SCHOOL NAME: _____

ADDRESS: _____

TICKET NUMBERS:

ROLL 1 _____

ROLL 2 _____

DATES OF GAMES HOSTED: _____

TICKETS BEING RETURNED:

ROLL 1 _____

ROLL 2 _____

PERSON COMPLETING THIS FORM: _____

POSITION AT SCHOOL: _____

DATE: _____