

USA Observation of High School Meets

(Submitting times for SWIMS entry)

USA SWIMMING RULEBOOK

202.8 REQUIREMENTS FOR OBSERVED SWIMS — Swims may be observed by assigned USA Swimming or YMCA officials for conformance with USA Swimming technical rules in a meet conducted under other than USA Swimming rules. Official times achieved as observed swims may be submitted for entry into the SWIMS database if the conditions listed in the USA Swimming rulebook under 202.8 are met.

Requirements for times to be submitted:

APPLICATION

- An application (https://ohioswim.formstack.com/forms/app_obs_2015) and \$100 payment must be submitted to Ohio Swimming at least 10 days prior to the meet. OHSA Sectional, District and State meets are exempt from the \$100 payment but must still submit the application.

OFFICIATING / MEET DATABASE:

- **2 USA or YMCA observers per session.** Officials are given a heat sheet on which they will ***legibly*** mark USA infractions in all events (i.e. stroke differences and tape infractions). The officials must be currently certified and members in good standing with their respective organization.
- ***Legibly*** indicate the USA Swimming infraction on the heat sheet using USA Swimming rulebook language.
- The heat sheet must be labeled USA OBSERVER and signed by the observer. A copy of their current USA/YMCA membership and certification must accompany the heat sheet.
- A summary of infractions should be ***legibly*** recorded on the DQ summary log (attached) using USA Swimming rulebook language. This can also be found on the Ohio Swimming website under Officials>Meet Forms.
- If the forms are not legible, they will be returned to the host for review and explanation.
- Heat sheets and summary need to be submitted to the Ohio Swimming Office at sanctioning@swimohio.com even if no infractions are observed.
- Meet backups need to be submitted to the Ohio Swimming Office at sanctioning@swimohio.com.
- Please note, times will not be loaded until the sanctioning (observation) fee (if applicable) has been received by the office.
- It is **strongly** recommended that meet hosts request copies of officials' USA/YMCA membership cards showing they are members in good standing of their respective organizations and currently certified. YMCA certification cards **must** be submitted to sanctioning@swimohio.com with the heat sheets and DQ log for times to be loaded.
- If either of the officials used for the observation are not certified members in good standing of their respective organization, times for all backstroke and medley events will not be loaded in SWIMS.

ATHLETE REQUIREMENTS:

- In order for times to load into the SWIMS database, all of the following must apply:
 1. USA Swimming athletes must have their full name, DOB and USA ID entered in the MEET database either prior to (with the entries) or while at the meet (double check at the meet if this information is entered in the Meet Manager database). This information must exactly match what is in the SWIMS database. This is critical before the meet database is sent to the office for times loading!
 2. The athlete must be a USA Swimming member in good standing ***at the time of the swim*** at the meet being observed. This includes the athlete having successfully completed the APT requirement if they are 18 or older at the time of the swim.

DISQUALIFICATION RECORD

[illegible]

* For Individual Medley or Medley Relay, list stroke during which infraction occurred.