



USA Swimming Personal Assistant Policy

A Personal Assistant¹ is an individual who assists an athlete requiring help with activities of daily living and preparation for athletic participation. Personal Assistants provide support unique to the needs of the athlete(s) in their care. This support may include, but is not limited to, mobility guidance, assistance with transfer, entering/exiting the pool, dressing, showering, toileting, medication administration, and communication. Some athletes require Personal Assistants to enable successful participation in the sport, while others need help to assure personal safety in practice and meet environments.

Identification and Approval of the Use of Personal Assistants

Coaches may approve the use of Personal Assistants at practice and Meet Referees may approve the use of Personal Assistants for meets. It is recommended that coaches and referees ask the following questions to evaluate whether to approve a Personal Assistant:

1. Is the swimmer a swimmer with a disability?
2. Does the proposed modification facilitate participation by the swimmer with a disability?
3. Is the proposed modification fair to other swimmers in the event?
4. Is the proposed modification feasible?
5. Will this assistant have frequent contact with athletes? If so, are they a registered USA Swimming Member and have they been background checked and completed Athlete Protection Training?

Required USA Swimming Membership

Personal Assistants hired or appointed by USA Swimming, Zones, LSCs and member clubs, who have authority over athletes, such as in a coaching capacity, and/or who have direct and frequent contact with minor athletes other than those to whom they provide care must be members of USA Swimming. Personal Assistants who are only acting in this role at occasional meets and practices, no more than a dozen in a 12 month period, are not required to be a member of USA Swimming.

Specifically, a parent/legal guardian acting in the role of a Personal Assistant for their child whose care requires the parent/legal guardian to have frequent access to locker rooms, changing areas, or similar spaces where other Minor Athletes are present is required to be a member of USA Swimming.

Personal Assistants Exception to the Minor Athlete Abuse Prevention Policy

Subject to the conditions below, certain exceptions are available to certain sections of the Minor Athlete Abuse Prevention Policy. Specifically:

One-on-one In-Program Contact interactions between a Minor Athlete and a Personal Assistant of whom membership is required are not required to occur at an observable and interruptible distance from another adult only when:

- a. The Personal Assistant is a non-athlete member of USA Swimming; and
- b. The minor athlete's parent/legal guardian has provided written consent to the Organization for the Personal Assistant to work with the minor athlete.

In-Program one-on-one individual training sessions outside of the regular course of training and practice between a Personal Assistant of whom membership is required and minor athletes are not required to be observable and interruptible by another adult only when:

- a. The Personal Assistant is a non-athlete member of USA Swimming; and
- b. The minor athlete's parent/legal guardian has provided written consent for the Personal Assistant to work with the minor athlete.

One-on-one Electronic Communications between a Personal Assistant of whom membership is required

¹ A Personal Assistant for USA Swimming purposes is also known as a Personal Care Assistant in the U.S. Center for SafeSport Model MAAPP. This Personal Assistant Policy is consistent with the Center's Model MAAPP requirements and has been reviewed and approved by the U.S. Center for SafeSport.



and a minor athlete are not required to copy or include the minor athlete's parent/legal guardian only when:

- a. The Personal Assistant is a non-athlete member of USA Swimming; and
- b. The minor athlete's parent/legal guardian has provided written consent for the Personal Assistant to work with the minor athlete.

A Personal Assistant of whom membership is required may transport a minor athlete one-on-one during In-Program Travel and is not required to transport at least two minor athletes or another Adult Participant only when:

- a. The Personal Assistant is a non-athlete member of USA Swimming; and
- b. The minor athlete's parent/legal guardian has provided written consent for the Personal Assistant to work with the minor athlete.

A Personal Assistant of whom membership is required may share Lodging or a Residential Environment² with an athlete, may have In-Program Contact in a Lodging or Residential Environment location during In-Program Travel that is not observable and interruptible and is not required to follow two-deep leadership and maintain observable and interruptible environments when doing room checks during In-Program Travel only when:

- a. The Personal Assistant is a non-athlete member of USA Swimming; and
- b. The minor athlete's parent/legal guardian has provided written consent for the Personal Assistant to work with the minor athlete; and
- c. The minor athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement.

Personal Assistants of whom membership is required are permitted to be with and assist minor athlete(s) in locker rooms, changing areas, or similar spaces where other Minor Athletes are present.

Refer to the Minor Athlete Abuse Prevention Policy for a full list of definitions used in this policy.

Are Personal Assistants Covered by USA Swimming Insurance?

USA Swimming members engaging in covered activities with USA Swimming member clubs are covered by the USA Swimming provided general liability insurance. The USA Swimming provided general liability insurance is not affected by the activities of Personal Assistants of whom membership is not required but the USA Swimming provided excess accident insurance does not cover injuries resulting from or directly related to the actions of Personal Assistants who are not members of USA Swimming.

² Lodging and Residential Environment are defined by the Minor Athlete Abuse Prevention Policy.