

REPORTING ETHICS VIOLATIONS

(As listed in Section F of the USA Hockey Coaching Ethics Code)

For apparent violations of the USA Hockey Coaching Ethics Code:

I. Informal Resolution of Ethical Violations

When a USA Hockey participant* believes that there may have been an ethical violation by a coach, they can attempt to resolve the issue(s) by bringing it to the attention of the individual in an informal manner.

II. Formal Resolution of Ethical Violations

If an apparent ethical violation is not appropriate for the informal resolution as mentioned above, or is not properly resolved in that fashion, participants and local hockey association take further action by:

Participant

- A. Contacting the coach's Association President or their designee (ie. ACE Coordinator, Coaching Director, Board Member)
- B. Confirming with the coach's Association President if there was an attempt at an informal resolution.
- C. Completing an **Ethics Violation Form** (attached).

Association

- A. Reviews the ethical violation using a due process procedure, as outlined in USA Hockey's Annual Guide, Bylaw #10 - Resolution of Disputes, Arbitration, Suspensions. Failure to follow due process may nullify any suspension or other actions taken, on appeal.
- B. Gives a copy of the completed Ethical Violation Form to the coach in question, 7 (seven) days prior to the Association's formal review.
- C. Keeps written report on all reviews and actions taken.

*Participants: those taking part in hockey (athletes and their family members, coaches, officials, volunteers, administrators, and spectators).

Ethics Code Violation

Date Form Completed _____

Reporting Form

(Attach all relevant documentation to this form)

1. Person Reporting Violation:

Name: _____

Address: _____

City _____ State _____ Zip _____

Phone: _____ H _____ W _____ Fax _____

2. Association President Reported to:

President's Name: _____

Association: _____

Phone _____ H _____ W _____

Date Reported: _____

3. Informal Contact Information:

A. Was there an informal meeting with the coach to discuss the possible ethics violation?

 Yes No

B. If yes, please give the date and location of the meeting: _____

C. Who was present at the meeting? _____

E. If an informal meeting did not take place, please explain why? _____

F. If an informal meeting did take place, please give a brief description of the outcome: _____

4. Description of Formal Ethics Violation

A. Coach(s) charged _____

B. Code(s) violated _____

C. Date(s) of violation _____

D. Location(s) of violation _____

E. Time(s) of violation _____

F. Other person(s) involved _____

G. Witness to violation _____

H. Describe in detail the ethics code violation, use a separate sheet of paper if more space is needed. Also attach additional proof or other people's statements of the ethics code violation charge: _____

5. I certify that the above information is accurate, truthful, and complete to the best of my knowledge

Signature _____

Date _____

Copies to: Coach(es) Charged Date _____

Association President Date _____

Members of Hearing Committee Date _____

OFFICE USE ONLY

Date Received _____ Received by _____

Hearing Date _____ Date Distributed Copies _____

Action: _____