August 2021 - Guidance during COVID-19

- At the end of May 2021, the National Officials Committee (NOC) removed the evaluation restriction of recertification evaluations only for Official Qualifying Meets (OQMs).
- Many LSCs are still implementing COVID-19 restrictions based on state, local and facility guidelines. These restrictions take precedence, and may include the number of officials permitted to be on deck. The number of officials permitted to participate may impact the viability of an OQM.
- The following presentation has been updated to reflect changes to the initial certification restrictions, including updating dates and scenarios. Updates are shown in dark blue text.
Q: My certifications expired 6/30/20, and I was supposed to get an evaluation in March. I won’t have a chance for another evaluation until July. What can I do?

A: No worries! Per our National Re-Certification Requirements, you have 3 years in order to complete the re-certification requirements for that position. That means you have until 6/30/23 to complete any necessary recertification requirements.

NOTE: If your certifications expire, you cannot serve as an Evaluator until they have been brought current.
Q: I received an N3 initial evaluation in March 2017. I was going to request an N3 final evaluation, but I haven’t attended an OQM since COVID restrictions were lifted. What can I do?

A: For those individuals whose N3 initial evaluations were completed from March 2017 – January 2018, the expiration window of those evaluations has been extended to May 2022 for the purpose of obtaining an N3f. For those that received an N3 initial evaluation between February 2018 – March 2020 each situation will be reviewed independently. However, the majority of these sequences should be able to be completed without additional consideration.
Other considerations:

Q: Our LSC had to cancel an OQM. What do I need to do?

A: Please contact the OQM sub-committee, so that the meet may be canceled in OTS. No further action is required.

For Non-OQM meets, meets may be deleted from OTS. See the later part of this presentation for how to do so.

**OQM:**

Since starting back in May 2021 there have been months with very heavy requests for OQMs:

- Please do your part in submitting applications **at least 30 days before** the start of the meet.
- All components need to be in place before submitting through the online forms.
- Review may take up to two weeks depending on reviewers’ schedules.
- Evaluators need to know who wants an evaluation and approved information two weeks prior to the start of the meet for report requests.

**Certification:**

We make every effort to review and approve officials’ applications as close as possible to their normal processing cadence:

- Please do everything you can to ensure all requirements of your officials are met
  - Make sure your officials know where to go for information about the National Certification & Evaluation process, including any prerequisites needed prior to evaluation
  - Record Learning/Teaching/Mentoring activities for meets to assist your officials in obtaining the requisite activities
Making the most of Re-certification Evaluations:

Q: I submitted an application for Chief Judge recertification, and my Starter and Stroke and Turn certification were also recertified. Why?

A: Reviewers will comb through an official’s file and look for any positive outcome advancement or recertification evaluations, within the 39 months of the application. So, a starter evaluation was present, and the reviewer adjusted the application. Stroke and Turn is updated with a CJ evaluation. Every effort is made to move all expiration dates to one date.

Re-certification:

• Work to balance the number of recertification and advancement evaluations by making the most of each evaluation
• Evaluations may only be requested within 18 months of certification expiration
  • Admin Referee recertifies – Admin Referee, Deck Referee, and Stroke and Turn
  • Deck Referee recertifies – Deck Referee, Chief Judge and Stroke and Turn
  • Starter recertifies – Starter and Stroke and Turn
  • Chief Judge recertifies – Chief Judge and Stroke and Turn
  • Stroke and Turn and/or Admin Official only recertify the individual position
• If a certification is within 18 months of expiration, and a positive outcome advancement or recertification evaluation is in your file and less than 39 months old, submit a recertification application
Q: Can I delete a meet from OTS? If so, how?

A: Absolutely! A few things need to happen before a meet can be deleted:

- Meet Referee removed
- No evaluators/administrators entered
- No officials entered
- No activities entered

NOTE: If a meet shows only ‘Edit’ in the ‘Action’ column, the meet is not yet able to be removed.
On the Meet Information tab, scroll down to Meet Referee and select ‘Clear Referee’ if needed.
On the Evaluators/Administrators tab, delete any officials in either section.
On the Officials tab, check any officials necessary, then click ‘Delete Selected Officials’.

NOTE: Meet Referee and any Evaluators/Administrators are automatically added to the Officials tab when they are added to the Meet Information or Evaluators/Administrators tab.
On the Officials tab, click on 'Activities for this Meet' and delete any activities that may have been entered, then click 'Return to Meet Search'.
If everything has been properly removed from the meet, then the meet should now have the option to ‘Delete’ under the ‘Action’ column.