



**UNITED STATES QUAD RUGBY
ASSOCIATION**

CLASSIFICATION MANUAL

3rd EDITION, 2010

Acknowledgments

Anne-Marie Glenn, MD (1954-1997) was a dedicated leader in the sport of Wheelchair Rugby. Anne-Marie became involved in Wheelchair Rugby in 1990, assisting in the development and establishment of the sport-focused classification system. She gave unselfishly of her time, energy and heart to Wheelchair Rugby. This manual and the development of classification in this sport would not have been possible without the original contribution of Anne-Marie Glenn, MD and Diane Bulger-Tsapos, OT.

Contributions

The second edition of the United States Quad Rugby Association (USQRA) Classification Manual was revised and written by the USQRA Classification Committee: Trisha Suhr, Paul Sawicki, Anne Hart, Cyndy Ellis, and Michelle Lanouette. This edition of the manual was possible because of the many unselfish contributions and passionate dedication of rugby classifiers throughout the United States. We must also thank all the IWRF classifiers that put into words all the small details that go into efficient and effective classification around the world. Thank you all for your love of the sport.

Editors

Paul Sawicki and Trisha Suhr were the editors of the second edition of the USQRA Classification Manual.

Document History

This document is the combination of the USQRA manual and the IWRF manual, which was accepted by the USQRA general membership April 2008.

The reason for the combination of 2 documents is to bring together the policies and procedures of the United State Quad Rugby classification system and the International Wheelchair Rugby Federation (IWRF) classification definitions and procedures.

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1 Introduction to Wheelchair Rugby

Wheelchair Rugby began as a sport for *Athletes with Tetraplegia (Quadriplegia)* and has grown into an intense, physical team sport for both male and female athletes with a variety of impairment involving all four limbs. Wheelchair Rugby combines elements of rugby sevens, basketball, football and ice hockey and is played on a basketball court. The sport originated in 1977 in Canada and is rapidly developing throughout the world. The first competitors, and still the majority of competitors, in Wheelchair Rugby are athletes with *Spinal Cord Injury*; however, now athletes with a wide variety of *Tetra-equivalent Impairment* are currently competing in this exciting sport.

Wheelchair Rugby teams are formed by four athletes on the court and up to eleven substitutes on the bench. The athletes are allocated one of seven *Sport Classes* ranging from 0.5 to 3.5; the higher number is intended for those athletes who have higher function on court and the lower numbers for those athletes with less function on court. The point total of the four athletes on the court cannot exceed 8.0.

Explanatory Note: At its 2008 Sports Assembly, The International Wheelchair Rugby Federation (IWRF) adopted a new rule allowing an additional 0.5 point on court for each female athlete. Refer to the most current IWRF Sport Rules. In 2008, the USQRA adopted a similar rule, allowing females, and in 2009 individuals over 45 years of age, to play .5 lower than their USQRA class.

The Wheelchair Rugby ball is a soft-cover volleyball. The ball may be carried, dribbled, or passed in any way except by kicking; and it must be bounced at least once every 10 seconds. Athletes score a goal worth one point by carrying the ball over the opponent's goal line. The game is played in four eight-minute quarters (IWRF, 2006).

2 Classification

Classification has existed since the origin of sport. Perhaps the most familiar classification in sport is by gender - the development of separate events for men and women. Other types of classification in sport evolved in the interest of fairness, for example, grouping by weight in sports such as boxing. Classification for athletes with disabilities has focused on movement abilities and was designed to allow athletes with similar levels of *Impairment* the opportunity to compete against each other in a more fair and equitable manner (DePauw & Gavron, 2005).

Classification has existed in sport for persons with disabilities since the mid-1940s. Early classification was based on medical diagnoses, such as spinal cord injury, and was not specific for the unique movement tasks of each sport. However, recent transitions from more *General or Medical Classification* to *Sport-Focused or Functional Classification* has determined *Sport Class* based not only on medical diagnosis but also on the relevance of an athlete's impairment to specific sport performance. This evolution in classification strives to ensure that athletes with impairment and related *Activity Limitation* have an opportunity to compete equitably with other athletes in sport and that the strategies and skills of competing teams and

athletes, rather than the amount of movement of the athletes, are the factors determining success in competition. (DePauw & Gavron, 2005).

2.1 Principles of Classification

Classification is intended to support the principles of fair play. In general, classification provides a structure for competition.

Classification is carried out to ensure that an athlete's impairment is relevant to sport performance. Classification is an on-going process whereby all athletes are under regular observation by classifiers to ensure consistency and fairness for all athletes.

Classification has two important goals:

1. To determine *Eligibility* to compete, and
2. To group athletes for competition.

2.2 History of Wheelchair Rugby Classification

In the beginning, Wheelchair Rugby *Classification Rules* were medically based. There were three sport classes, largely determined by medical diagnosis and level of spinal cord injury. In 1991, a sport-focused classification system for Wheelchair Rugby was adopted. Although the spinal cord injury examination was used as a guideline in developing the physical assessment component, the classification rules were expanded to include movements and tasks unique to Wheelchair Rugby in the allocation of sport class.

This change was made for many reasons, including accommodating the growing number of athletes both with and without complete spinal cord injury (such as individuals with incomplete spinal cord injury, poliomyelitis, cerebral palsy, muscular dystrophy, multiple sclerosis, multiple amputations and other conditions with impairment similar to tetraplegia, described as tetra-equivalent impairment).

2.3 Principles of Classification in Wheelchair Rugby

Classifiers utilise a sport-focused classification system developed for Wheelchair Rugby that includes physical, technical and observation assessments.

Classification in Wheelchair Rugby is composed of three distinct parts:

1. Physical assessment or Bench test,
2. Technical assessment including functional movement tests, and
3. Observation assessment consisting of observation of sport-specific task on court.

Allocation of sport class is based on movement potential associated with neuromuscular function and performance of tasks related to the sport, independent of skill level or athletic training.

PART I – CLASSIFICATION OF THE ATHLETE

This section of the USQRA Classification Manual details components of the classification of the Wheelchair Rugby athlete, including:

- Allocation of Sport Class and Sport Class Status
- Eligibility
- Physical Assessment – Bench Test
- Technical Assessment – Functional Movement Tests
- Observation Assessment – Observation On-Court
- Trunk Tests
- Hand Function
- Characteristics of Sport Classes

3 Athlete Evaluation

Athlete Evaluation is the process by which an athlete is assessed according to the classification rules of Wheelchair Rugby. USQRA classification Rules require the athlete to be evaluated by a panel, with a minimum of three (3) certified USQRA classifiers.

3.1 Purpose of Classification in Wheelchair Rugby

Each athlete undergoes evaluation to:

- Determine eligibility to compete in Wheelchair Rugby, and
- To group athletes into one of seven sport classes for competition.

3.2 Classification Components

All athletes who meet the eligibility requirements set out in the 4.0 Athlete Test (Article 3.5) undergo an athlete evaluation. The three parts of athlete evaluation are:

1. Physical assessment – Bench Test,
2. Technical assessment – functional movement tests, and
3. Observation assessment – observation of sport specific tasks on-court during training and/or play.

Refer to Appendix A Sport Class Allocation Pathway to see the steps in the complete athlete evaluation.

3.3 Sport Class and Sport Class Status

Following athlete evaluation, a *Sport Class* and *Sport Class Status* is allocated to each athlete.

3.3.1 Sport Class

Sport class is a numerical category in which an athlete is grouped by reference to activity limitation in tasks specific to Wheelchair Rugby that result from impairment. The sport classes are:

- 0.5
- 1.0
- 1.5
- 2.0
- 2.5
- 3.0
- 3.5
- 4.0 (This athlete is not eligible for Wheelchair Rugby.)

3.3.2 Sport Class Status

Sport class status is allocated to each athlete to indicate further evaluation requirements and protest opportunities. The sport class statuses are:

- New (N)

-
- Review (R)
 - Permanent (P)

3.4 Documentation

The USQRA Classifiers use the USQRA Wheelchair Rugby classification form to record results of each athlete evaluation including sport class and sport class status (Appendix B USQRA Classification Form).

3.5 Eligibility for Wheelchair Rugby

To be eligible to compete in Wheelchair Rugby, an athlete must have an impairment that leads to a permanent and verifiable activity limitation. (ICIDH-2, 2000; IPC Classification Code, 2007).

Wheelchair Rugby is a sport that was originally developed for athletes with tetraplegia due to spinal cord injury and neuromuscular conditions such as poliomyelitis. There are athletes participating in Wheelchair Rugby with conditions other than spinal cord injury and poliomyelitis, such as Guillain-Barre Syndrome, muscular dystrophy and various types of central and peripheral nervous system conditions.

Also, athletes with non-neurological conditions may be eligible to play Wheelchair Rugby, if they have similar impairment and activity limitation to an athlete with tetraplegia, or tetra-equivalent impairment. There are athletes playing Wheelchair Rugby with non-neurological conditions such as arthrogryposis multiplex congenita, multiple amputations, amelia and other similar musculoskeletal conditions.

To participate in Wheelchair Rugby, an athlete must be deemed eligible according to the USQRA classification rules.

1. The athlete must meet the criteria in the 4.0 Athlete Test to proceed to athlete evaluation, and
2. The athlete must be allocated one of the seven sport classes that range from 0.5 to 3.5.

An athlete allocated a 4.0 sport class is not eligible to participate in Wheelchair Rugby.

If an athlete fails to meet the eligibility criteria and is deemed ineligible for competition; this does not question the presence of a genuine impairment. This is only a ruling on the eligibility of the athlete to compete under the sport rules of the International Wheelchair Rugby Federation (IPC Classification Code, 2007) and adopted by the United States Quad Rugby Association.

3.5.1 The 4.0 Athlete Test

The 4.0 Athlete Test was developed to help set apart those athletes who are appropriate for classification in Wheelchair Rugby and those athletes whose impairment and/or activity limitation is not consistent with tetraplegia, or tetra-equivalent impairment.

The 4.0 Athlete Test should be conducted as part of the interview prior to the physical assessment and consists of two questions:

1. Does the athlete have a *normal trunk* (defined as symmetrical trunk function in all three planes on a stable pelvis)?
Yes-----Proceed to Question 2.
No-----Proceed to Bench Tests

- 2a. Athlete with a neurological condition: How many limbs are limited functionally?
1 or 2 limbs limited-----Ineligible Athlete
3 or 4 limbs limited-----Proceed to Bench test

- 2b. Athlete with a non-neurological condition: How many limbs are limited functionally?
1, 2 or 3 limbs limited-----Ineligible Athlete
All 4 limbs limited-----Proceed to bench test

If the athlete moves forward to the physical assessment, technical assessment and on-court observation, allocation of a 4.0 sport class and ineligibility still remains possible.

3.6 Physical Assessment – Bench Test

The *Bench Test* includes an interview and a physical assessment. The physical assessment includes manual muscle tests, trunk tests and hand tests (if appropriate).

Athletes may be requested to remove uniform tops if necessary to observe and evaluate muscle function and movements during the evaluation. Female athletes should wear appropriate underclothing to permit removal of their uniform shirt.

The athlete may also be asked to transfer to other surfaces for testing, such as a treatment table, floor mat or chair.

3.6.1 Interview

An athlete is asked about diagnosis, medical history, sensation, spasticity, contractures, and previous operations to determine how these elements may affect performance of sport-specific tasks.

Classifiers look at the rugby chair set-up, seating, gloves and binding/strapping. This information assists the classifiers in determining how these elements may affect performance of sport-specific tasks.

3.6.2 Manual Muscle Tests (MMTs)

Resistive tests are performed on select musculature in the arms and trunk. These manual muscle tests are performed in and out of the athlete's rugby chair.

Explanatory Note: For some athletes, manual muscle testing in the bench test provides little useful information, as strength is not impaired, for example, athletes with cerebral palsy and athletes with congenital limb dysmelia. The

technical and observation assessments, including functional movement tests and on-court observation, are more important in the final determination of sport class.

3.6.3 Trunk Tests

The trunk tests assess abdominal, back, pelvis and lower extremity function in all planes and in a variety of situations. (Refer to Article 3.10 for the specific trunk tests.)

These tests may also include manual muscle testing of the stomach/abdominal muscles and back muscles; as a group, these muscles may be referred to as the trunk.

Observation and palpation of trunk muscles may occur in or out of the wheelchair, and with or without binding/straps.

3.6.4 Hand Tests

For athletes with significant hand muscle activity, specific hand tests may also be required when more detail is needed to determine the degree of function of the small muscles of the fingers and thumb.

A series of nine different tests are used to examine the small hand muscles, particularly finger and thumb function. (Refer to Article 3.11 for specific hand tests.)

3.7 Technical Assessment – Functional Movement Tests

In the technical assessment, the classifier evaluates many sport specific tasks and activities in a non-competitive environment.

The classifiers must be confident that the athlete has performed the specific tasks to the best of his/her ability during the technical assessment, and may request greater effort to ensure optimal observation opportunities.

The classifiers may apply certain conditions to the athlete to observe how the athlete performs the tasks or activities under simulated sport conditions.

The classifier may request that the athlete demonstrate many different ball handling and wheelchair tasks under a variety of conditions (for example, in or out of the rugby chair; and/or with and without equipment such as gloves/straps/tape).

Ball handling and wheelchair tasks include but are not limited to:

- Pushing forward and backward,
- Turning (for example, pushing and turning in a “figure of 8” pattern),
- Stopping and starting,
- Changing direction,
- Holding rugby chair against resistance (for example, picks and/or blocks),
- Wheelies,
- Transfers (for example, to and from the playing chair or to and from a standard type chair),

-
- Passing (for example, two-hand chest pass, one-hand flip pass, overhead or “pop-up” pass),
 - Dribbling,
 - Retrieving the ball from the floor,
 - Catching, and
 - Ball security (such as holding the ball in both hands in front of the chair or while the chair is disturbed, or quickly moved).

These and other movements may also be observed during training and competition, when the athlete is in a more challenged situation.

The athlete may be requested to perform any additional functional and/or movement tests as needed to determine sport class.

3.8 Observation Assessment – Observations On-Court

Observation assessments consist of observing movements such as ball handling and wheelchair tasks during warm-up, training and/or practice, and/or during competition.

Assigning a sport class depends in part on examining the athlete’s potential for movement based on his/her neuromuscular muscle performance and not on equipment, training, athletic ability or skill.

- The classifier evaluates *how* the athlete performs the task, not *how well* the athlete performs the task.

Observation assessment during warm-up, training and/or practice and during competition on-court helps the classifier understand the significant advantages and/or disadvantages the athlete may have within a particular sport class.

- The classification panel may use video footage and/or photography, if video footage and viewing equipment is available at the competition.

Explanatory Note: Observations of sport-specific tasks on court during testing and competition and of hand movement during functional testing, take a skilled and trained eye. Classifiers use their skills in observation of neuromuscular substitution patterns and compensatory movements to differentiate between movement potential and athletic skill. Observation of movement, compensation and substitution is part of classifiers’ professional education and training. Application of these professional observation skills to Wheelchair Rugby is part of the training and certification of USQRA classifiers.

3.9 Components of Athlete Evaluation

Specific components of the athlete evaluation performed by the classifiers detailed in this section include the assessment of muscle strength, definitions of upper extremity point values, trunk tests, hand tests, observations and examples of the mathematics used as part of assigning a sport class.

3.9.1 Muscle Strength Testing Scale

Muscle strength testing is an important component of the physical assessment. Muscles are graded on a five-point ordinal scale used in manual muscle testing, with evidence to support well-established validity and reliability of this testing (Hislop & Montgomery, 2007). The five-point scale is defined as:

- 0 Complete lack of voluntary muscle contraction. The examiner is unable to feel or see any muscle contraction.
- 1 Faint or “flicker” muscle contraction without any movement of the limb. The examiner can see or palpate some contractile activity of the muscle/s or may be able to see or feel the tendon “pop up” or tense as the athlete tries to perform the movement.
- 2 Very weak muscle contraction with movement through complete range of motion in a position that eliminates or minimizes the force of gravity. This position is often described as the horizontal plane of motion.
- 3 Muscle can complete a full range of motion against only the resistance of gravity.
- 4 Able to complete the full range of motion against gravity and can tolerate strong resistance without breaking the test position. The Grade 4 muscle breaks with maximal resistance.
- 5 Contraction through full range of motion and maintain test position against maximal resistance. The examiner cannot break the athlete’s hold position.

Triceps Test

Because of the importance of sustaining triceps strength in activities in Wheelchair Rugby such as wheelchair tasks, a modification was made to the testing for the triceps muscle to add a component of muscle endurance. The assignment of muscle grade for the triceps muscle is based on the following test:

- | | | |
|----|---|--|
| 3- | = | 5-10 repetitions |
| 3 | = | 10 repetitions |
| 3+ | = | 10 repetitions then minimal resistance |
| 4- | = | 10 repetitions then moderate resistance |
| 4 | = | After 10 repetitions moderate resistance throughout active ROM |

Manual Muscle Test Scores and Upper Extremity Point Values

0.5 Point

| | |
|------------------------|-----|
| Deltoid | 0-5 |
| Latissimus | 0-1 |
| Clavicular Pectoralis | 0-5 |
| Sternal Pectoralis | 0-1 |
| Biceps | 0-5 |
| Triceps | 0-1 |
| Wrist extension | 0-5 |
| Wrist flexion | 0-1 |
| Remaining hand muscles | 0 |

Characteristics of 0.5 are triceps 0-1 and shoulder girdle weakness, sternal pectoralis and latissimus weakness; possible weak shoulder rotation, with limited range; and possible clavicular pectoralis weakness.

1.0 Point

| | |
|------------------------|-----|
| Latissimus | 0-3 |
| Clavicular Pectoralis | 5 |
| Sternal Pectoralis | 2-3 |
| Biceps | 5 |
| Triceps | 0-3 |
| Wrist extension | 0-5 |
| Wrist flexion | 0-3 |
| Remaining hand muscles | 0-1 |

Characteristics of 1.0 are normal strength of deltoid muscles and clavicular pectoralis fibres with overall stronger proximal muscles than 0.5. Still has proximal weakness throughout shoulder girdle. May have 0 triceps with stronger proximal muscles, especially sternal pectoralis.

1.5 Point

| | |
|-----------------|--------|
| Triceps | 3+– 4- |
| Wrist extension | 4-5 |
| Wrist flexion | 0-3 |

Characteristics of 1.5 are remaining weakness of proximal muscles such as serratus anterior, sternal pectoralis or latissimus, in combination with stronger triceps and wrist extensors compared to 1.0.

2.0 Point

| | |
|--------------------------------|-----|
| Shoulder girdle muscles | 5 |
| Biceps | 5 |
| Triceps | 4–5 |
| Wrist extension | 4–5 |
| Wrist flexion | 4–5 |
| Finger flexion and extension | 0-2 |
| Finger adduction and abduction | 0-2 |
| Thumb movements | 0-2 |

Characteristics of 2.0 are full strength in the shoulders and chest, good to normal triceps, and balanced wrist extension and flexion strength.

2.5 Point

| | |
|--|-----|
| Shoulder girdle muscles | 5 |
| Biceps | 5 |
| Triceps | 5 |
| Wrist extension and flexion | 5 |
| Finger flexion and extension | 2-4 |
| Finger adduction and abduction | 0-2 |
| Thumb adduction, extension and flexion | 0-4 |
| Thumb opposition and abduction | 0-2 |

Characteristics of 2.5 are limited hand function with a curling and uncurling of the hand and not functional grasp and release. The curling and uncurling motion results from action of the finger flexor muscles without the stabilizing effect of the intrinsic muscles.

3.0 Point

| | |
|-------------------------------------|-----|
| Shoulder girdle muscles | 5 |
| Biceps | 5 |
| Triceps | 5 |
| Wrist extension and flexion | 5 |
| Finger flexion and extension | 3-5 |
| Finger adduction and abduction | 0-4 |
| Thumb flexion, extension, adduction | 3-4 |
| Thumb abduction, opposition | 3-4 |

Characteristics of 3.0 are functional grasp and release (opening and closing) but grip strength is impaired because of less than normal strength in intrinsic and/or thumb abduction and opposition. Atrophy is present in the hands at the thenar and hypothenar eminences. Also, interossei and lumbrical muscle weakness causes decreased maintenance of the hand arches and indicates significant hand weakness and muscle strength of less than 4–5. A value of 3 or more for interossei and/or thumb opposition and/or abduction usually exclude a hand from 2.5 and indicates a 3.0 hand.

4.0 Point

Muscle tests of bilateral hands and arms with uniform strength of 4-5 in ALL muscle groups may indicate ineligibility. This athlete should undergo the hand tests. If score is 8.5-9.0 on hand tests, arm value is 4.0 and athlete may be ineligible. A classifier should not determine arm value on muscle tests alone, but consider neuromuscular movement potential of the entire extremity. Skill level, equipment,

athletic ability or training effects should not be considered in the allocation of sport class.

3.9.3 Upper Extremity Proximal Weakness and Preservation of Distal Strength

Upper extremity point value for athletes with neuromuscular conditions that result in proximal weakness with preservation of distal strength, for example, poliomyelitis, and muscular dystrophy, is determined in a special manner:

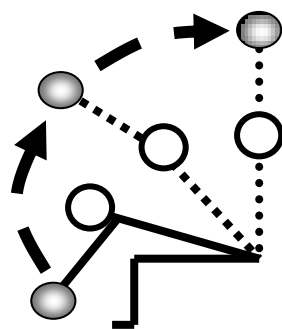
- Draw a line on the classification form to divide the muscle test scores on the bench test above the triceps.
- Give point value for the upper arm and the lower arm separately.
- Add the scores and divide by two. This score gives you the point value for that arm.

3.10 Trunk Tests

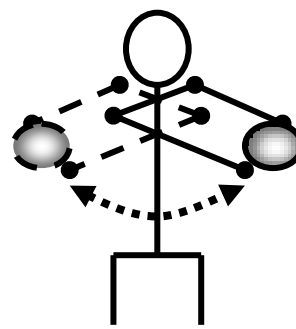
The ability to move or to stabilize the trunk assists an athlete in many of the specific tasks in Wheelchair Rugby. The athlete with trunk function has an advantage on court over the athlete who has no trunk function. The use of the trunk will enable an athlete to perform a variety of chair and ball tasks at a higher level than the athlete without use of the trunk muscles.

In the 4.0 Athlete Test, a normal trunk is defined as symmetrical trunk function in all three planes on a stable pelvis (Article 3.5.1 The 4.0 Athlete Test).

The following two tests are used to examine the presence or absence of trunk function in two planes of movement and, if present, the amounts of trunk function.



a) Forward Flexion Test



b) Rotation Test

1.0 Trunk Test

Athletes with this level of trunk control will exhibit trunk function in two planes of movement—sagittal (movement of trunk forwards and backwards) and transverse planes (rotation).

Lower extremity function may also be observed in athletes with this type of trunk control.

The athlete must achieve both tests a) and b) for a full 1.0 value on the trunk tests.

- a) Have the athlete bend over so that his/her chest rests on the thighs, arms are outstretched. Instruct the athlete to hold the ball in both hands and raise both arms with the ball from the floor in front of the wheelchair to the overhead position without using arms to push on wheelchair or body.
- b) Have the classifier hold the ball lateral (to the side) and beyond arms length of the athlete. Instruct the athlete to rotate trunk and retrieve the ball with both hands at the same time. For this test to be positive, the athlete should not have to lean on the back of the chair or have to reposition the hips to perform this test.

0.5 Trunk Test

These athletes typically exhibit trunk function in only one plane of movement—in the sagittal or transverse plane.

Lower extremity function may also be observed.

The athlete completes only one of the two trunk tests (a or b as described in the 1.0 trunk test) to receive a 0.5 value for the trunk.

Explanatory note: In some situations, an athlete may show weak trunk function in more than one plane of movement. Based on observation of function the athlete may also be awarded 0.5 for trunk although performance of the trunk tests is poor or incomplete (refer to Characteristics of 0.5 and 1.0 Trunk for activities to observe).

Characteristics of 0.5 Trunk

The athlete with 0.5 trunk function will show certain abilities that an athlete without trunk function will not demonstrate, including but not limited to:

- Ability to reach forward outside "cone" of the chair in sagittal or transverse plane for improved ball manoeuvring or defensive tactics.
- Ability to use or maintain body/trunk in a forward position while pushing to increase speed and momentum, and to increase strength when picking or holding position.
- Ability to use trunk function to maintain stable position in picks and tackles.
- Ability to return to upright position from forward flexed position without using arms, allowing use of arms for ball and chair skills rather than pushing the body to upright posture.
- Ability to dribble ball out in front of the chair allowing better ball protection.
- Ability to pick up the ball from the floor without use of the rim or without pushing up on the legs or the chair with one or both arms.

Characteristics of 1.0 Trunk

The athlete with 1.0 trunk function will demonstrate the characteristics of the 0.5 trunk as well as additional abilities including but not limited to:

- Ability to dribble ball outside "cone" in both sagittal and transverse planes.
- Ability to use trunk function to "hip" chair around to turn corners or avoid picks.
- Exhibit rotation of trunk during passing, catching and defensive moves in the key area.
- Exhibit trunk rotation and reaching out to the sides when passing or keeping the ball away from defensive players; may exhibit use of lower extremities when trying to maintain position or return to upright from a forward flexed position.

3.11 Hand Testing

One of the defining characteristics of athletes in Wheelchair Rugby is impairment consistent with tetraplegia, especially impairment in the arms and hands. Specific tests were developed to evaluate the intrinsic muscles, or the small muscles of the fingers and thumb, located in the hand. These hand tests should be performed whenever there is a question about the amount of involvement in the hand.

3.11.1 Hand Testing Guidelines

When examining muscle function of the intrinsics, including the interossei and lumbricals, the muscles being evaluated all have origin and insertion within the hand. The tests are typically applied when the classifier is inquiring whether an athlete has 3.0 or 4.0 hand function.

This hand muscle function is given a point value using nine specific hand tests described in Article 3.11.2. There are three possible point values for each of these tests:

- 1 point = for a positive test look for pure motion, a movement that is not substitution.
- .5 point = for a partial test look for limited movement of the muscle group you are testing; muscle performance is imperfect; some substitution may be identified.
- 0 point = for a negative test observe substitution instead of pure or partial performance.

Also, there are three elements to observe when performing the hand tests:

- Atrophy or "wasting" in the hands,
- Decreased or absent maintenance of the hand arches, and/or
- Quality of movement, whether pure or substituted.

The classifier doing the testing may perform the test on another classifier with normal hand function and then return to the athlete for comparison and to make a final decision.

Hand tests values are recorded for each test and then summed for the point value. The following values determine the final hand function:

1.0 – 8.0 points = 3.0 hand function
8.5 – 9.0 points = 4.0 hand function

3.11.2 Specific Hand Tests

- 1) Observe hands for wasting (muscle atrophy).
 - 1 No to minimal wasting observed, hand arches maintained
 - 0.5 Partial wasting observed
 - 0 Severe hand wasting, evidence of absent intrinsic functioning

- 2) Athlete puts forearms on the table, palms down; athlete taps fingers digits 2-5, as if playing the piano.
 - 1 Pure movement, no substitution patterns noted; movement has good quality and hand arches are maintained
 - 0.5 Partial ability to perform in two of four digits, hand arch is maintained, movement is weak
 - 0 No ability to perform, all substitution

- 3) Have the athlete assume the lumbrical position (MCPs flexed, PIPs and DIPs extended). The athlete must try to keep the wrist in neutral. Put a piece of paper between fingers and try to pull out.
 - 1 Good starting position with wrist in neutral, able to give resistance
 - 0.5 Partial ability to maintain starting position, but does not have good quality of movement
 - 0 Unable to assume starting position, all substitution

- 4) Have the athlete assume the “claw position” (MCP joints extended with IP joints in slight flexion) maintaining a neutral wrist. Feel the integrity of the extensor tendons in the dorsum of the hand.
 - 1 Good quality of movement with wrist maintained in neutral
 - 0.5 Partial involvement with difficulty maintaining position and poor quality
 - 0 Unable to assume the position

- 5) Have the athlete make O's with each digit and thumb, hold against resistance.
 - 1 Able to do with all four digits with good resistance and quality of movement.
 - 0.5 Able to do with only a few digits 1 or 2 (makes “egg” instead of “O” shape with others)
 - 0 Unable to perform

- 6) Put coins on the table and have the athlete pick them up with tip of index finger and thumb. You are looking for pure quality of movement with this action and no substitution with sides of thumb or finger pads.
 - 1 Able to assume position and pick up with finger tips
 - 0.5 Can assume position but cannot pick up coins without substitution
 - 0 Unable to perform

7) Place a piece of paper between the athlete's fingers (digits 2-5). Make sure paper is all the way between fingers. Apply resistance to the paper.

- 1 Able to perform with good quality and with resistance
- 0.5 May assume position but unable to perform with resistance
- 0 Unable to assume position

8) Have the athlete hold the ball overhead in palm of hand and then bring ball up to fingertips.

- 1 Pure movement with evidence of hand arches
- 0.5 Partial movement, or unable only due to lack of sensation
- 0 Flat hand, unable to perform without substitution

9) Have the athlete "walk" the ball up the wheel of the rugby chair with fingertips.

- 1 Good quality of movement
- 0.5 Use of fingertips is partial, hand has partial flat look
- 0 Flat hand, unable to perform without using palm

3.12 On-Court Observation Tasks

Following the physical assessment, or bench tests, and technical assessment, or functional movement tests, the classifiers observe the athlete's mechanics on-court in performing certain sport specific tasks to confirm the appropriate sport class. These tasks are observed in a variety of situations, including non-challenge and challenge conditions during warm-up, training, practice and game competition.

Specific areas where tasks are observed include but are not limited to:

- In the open court,
- In the key,
- During time-outs while the athlete is working with equipment such as tape, gloves, water bottles, tools, straps and binders, and
- Transferring to and from the rugby wheelchair, before and after play.

Ball handling and wheelchair tasks that are observed include but are not limited to:

- Ball control/stability & ball protection/security
 - Catching
 - Passing
- Holding and palming the ball
 - What does the hand look like when palming the ball?
 - Can you see use of intrinsics?
- Passing – types and performance
 - Bounce pass
 - Overhead pass—two-hands, one-hand (using both dominant and non-dominant hands)
 - Chest pass
 - Pop-up pass
 - Performance- in both challenge and non-challenge situations
 - Speed

-
- Force
 - Distance
 - Control, accuracy

 - Dribbling the ball
 - Dribbling out to the sides and in front of the chair and/or dribbling with body away from the back of the chair
 - Dribbling around cone of wheelchair

 - Catching
 - Forearm catch
 - Side catch
 - Overhead catch with one or both arms

 - Grasp and release of the push rim
 - During turns
 - While starting and stopping, including quick starts and stops
 - Defensively in the key. What is the athlete doing and how is the athlete doing this?
 - Position of the hand on the rim, especially, use of the thumb
 - Pushing against resistance

Explanatory Note: This list of ball handling and wheelchair tasks is not a complete listing of all tasks that classifiers may observe.

3.13 Examples of Sport Class Math

Following the bench test, a math value is calculated that is useful in allocating a sport class for entering competition for most athletes. Adding up the value for both arms, dividing by two, and adding the trunk value is an estimate of the athlete's entry sport class.

However, the final determination of sport class is based on all three parts of athlete evaluation: (1) physical assessment including the bench test (manual muscle tests), trunk tests and hand tests (if appropriate), (2) technical assessment including functional movement tasks such as chair and ball handling, and (3) observation assessment consisting of observation on-court during training and/or competition.

The following are examples of the math in allocations of entry sport class and is incomplete in terms of the number and types of possible combinations:

0.5 0.5 arms

1.0 1.0 arms
0.5 arms, 0.5 trunk

1.5 1.0 arm, 2.0 arm
1.0 arms and 0.5 trunk
Bilateral 1.5 arms

-
- 2.0** 1.0 arms and 1.0 trunk
1.0 arm, 2.0 arm and 0.5 trunk
1.0 arm, 3.0 arm
2.0 arms
- 2.5** 2.0 arm, 3.0 arm
1.0 arm, 4.0 arm
1.0 arm, 3.0 arm and 0.5 trunk
2.0 arms and 0.5 trunk
Bilateral 2.5 arms
- 3.0** 2.0 arm, 3.0 arm and 0.5 trunk
2.0 arms and 1.0 trunk
1.0 arm, 4.0 arm and 0.5 trunk
2.0 arm, 4.0 arm
Bilateral 3.0 arms
- 3.5** 2.0 arm, 3.0 arm and 1.0 trunk
3.0 arms and 0.5 trunk
2.0 arm, 4.0 arm and 0.5 trunk
1.0 arm, 4.0 arm and 1.0 trunk
3.0 arm, 4.0 arm

The following math combinations are possible in athletes with a 4.0 sport class who are thus ineligible for Wheelchair Rugby.

- 4.0** 4.0 arm / 3.0 arm and 0.5 trunk
4.0 arm / 2.0 arm and 1.0 trunk
3.0 arm / 3.0 arm and 1.0 trunk
4.0 arm / 4.0 arm

4 Hand Function

Wheelchair Rugby is designed for athletes with tetraplegia and tetra-equivalent impairment. One of the defining characteristics of athletes in Wheelchair Rugby is impairment and activity limitation in all four limbs. This section describes the range of bench testing results as well as examples of the activity limitations associated with impairments of muscle strength in the hands.

Single muscle test values are not the most important factor in hand function. The combination of muscle values is important in the final determination of hand function.

4.1 The 2.0 Hand

MUSCLE STRENGTH

| | |
|--------------------------------|-----|
| Wrist flexion | 4-5 |
| Wrist extension | 4-5 |
| Finger flexion and extension | 0-2 |
| Finger adduction and abduction | 0-2 |
| Intrinsics | 0 |
| Thumb movements | 0-2 |

OBSERVATION

The characteristic 2.0 hand has balanced strength of wrist extension and flexion, extreme intrinsic muscle wasting, including thenar and hypothenar eminences, and no maintenance of the hand arches. If there is any visible or palpable finger muscle contraction, strength is poor and any grasp and release action is obtained with tenodesis at the wrist.

FUNCTION

- Because of lack of isolated finger flexion, there is limited ball security for passing against challenge by the defence.
- Can hold the ball firmly with wrists, but does not have useful finger activity.
- Typically, weak one-hand overhead pass with limited control and distance. Rarely see one-hand overhead passing on court during competition, unless for in-bounding, but may be able to perform a one-hand pass as part of functional tests during classification.

4.2 The 2.5 Hand

MUSCLE STRENGTH

| | |
|-------------------------------------|-----|
| Wrist flexion and extension | 5 |
| Finger flexion and extension | 2-4 |
| Lumbricals | 0-3 |
| Interossei | 0-2 |
| Thumb opposition, abduction | 0-2 |
| Thumb adduction, extension, flexion | 0-4 |

Explanatory Note: In the athlete with 2.5 hand function, finger flexion is predominately due to the action of Flexor Digitorum Superficialis (FDS), at the proximal interphalangeal (PIP) joints of the fingers and Flexor Digitorum Profundus (FDP) at the distal interphalangeal (DIP) joints of the fingers without the stabilising influence of functional intrinsic muscles. This lack of intrinsic muscle stabilisation results in ‘curling’ and ‘uncurling’ of the fingers, rather than true functional grasp and release seen in the athlete with 3.0 hand function.

OBSERVATION

The 2.5 hand displays marked intrinsic wasting, including thenar and hypothenar eminences, and little or no maintenance of the hand arches.

FUNCTION

- Reasonably balanced finger flexion and extension (‘curling’ and ‘uncurling’) without true grasp and release because of the absence of stabilisation from the intrinsic muscles of the hand.
- Utilises extended wrist position (tenodesis) to strengthen grip and uses flexed wrist position to release grip, but may be able to perform some grip and release manoeuvres (curling and uncurling) independent of wrist position.
- Functional grip that is used to advantage on the push rim when challenged, often more ulnar grip.
- Dribbles the ball safely, but will supinate forearm to scoop the ball onto the lap.
- Capable of performing one-hand overhead pass, but with limited accuracy and distance. May use the one-hand pass on-court in situations other than in-bounding.
- Safe two-handed catching of passes, usually followed by scooping ball to lap. May catch passes with one hand and scoop to lap or to chest.
- Improved ball security compared to athlete with 2.0 hand function due to improved ability to isolate wrist/finger function.

4.3 The 3.0 Hand

MUSCLE STRENGTH

| | |
|-------------------------------------|-----|
| Wrist flexion and extension | 5 |
| Finger flexion extension | 3-5 |
| Finger adduction and abduction | 0-4 |
| Thumb flexion, extension, adduction | 3-4 |
| Thumb abduction, opposition | 3-4 |

OBSERVATION

The 3.0 hand has a strong, balanced wrist; that means equal or near equal strength in both flexion and extension, with visible atrophy in interossei, and intrinsic muscles in the thenar and/or hypothenar eminences of the hand. This atrophy is often visible as a “flattening” of the thenar and/or hypothenar eminences rather than the more extreme wasting seen in the athlete with 2.0 or 2.5 hand functions. There is little or no maintenance of hand arches.

The hand should have either weakness in the intrinsics or weakness in thumb opposition and abduction. Finger flexion and extension in general is usually stronger than in 2.5 hands. A value of 3/5 or more for interossei and/or thumb opposition and/or abduction usually excludes a hand from 2.5 and indicates a 3.0 hand.

Explanatory Note: It is important to remember single muscle tests values are not the most important factor in hand function. The combination of muscle values is important in the final determination of hand function. For example, a hand with 5/5 for finger flexion and extension, 4/5 for finger abduction and adduction and 4/5 for all thumb movements is more likely to be a 4.0 hand.

FUNCTION

- Wasting/atrophy in intrinsics and/or thenar/hypothenar eminences.
- Hand arches show little or no maintenance.
- Has functional grasp and release of hand independent of wrist position.
- Because of improved activity in finger muscles, can control ball in varying planes of movement for passing, dribbling, catching and protecting ball during these activities.
- Can dribble and pass ball well with one hand.
- Multiple dribble one hand with control.
- Can stabilise with one arm to allow greater reach with the opposite arm, even if the athlete has no trunk function.

4.4 Comparison of the 3.0 and 4.0 Hand

The athlete with 3.0 hand function still displays weakness in those muscles that originate and insert in the hand (refer to Article 3.11 Hand Function Testing).

The athlete with 4.0 hand function has normal or near normal strength in the hands and the ability to perform tasks in a way that is consistent with few to no activity limitations in the tasks specific to Wheelchair Rugby. The hand tests were developed to help differentiate between an athlete with impaired strength and associated activity limitation, or a 3.0 hand, and an athlete with normal or near normal hand strength and function. It is important to look at all tasks, and the combination of tasks when comparing the 3.0 and 4.0 hand.

4.4.1 Hand Test Scores and Observation

3.0 point (0 - 8 points hand function tests)

- Balance between wrist flexor and extensor muscles, at least grade 3/5.
- Visible wasting/atrophy of the intrinsic muscles and/or muscles in thenar/hypothenar eminences.
- Hand arches are not maintained.
- Muscle tone and/or sensory changes usually present.
- Functional grasp and release independent of wrist position.

4.0 point (8.5 – 9.0 points hand function tests)

- Balance between flexor and extensor muscles in wrist and hand is greater than or equal to 4/5 strength.
- Balanced and coordinated movements of the hand.

-
- Opposition is a pure movement without substitution.

4.4.2 Ball and Wheelchair Tasks

Palming the ball

- 3.0 Unable to perform in a challenged situation.
- 4.0 Can palm and control the ball above the head; and maintains stability of the ball in a challenged situation.

Explanatory Note: Classifiers should take caution and be very observant. Palming the ball may also be a skill depending on the size of the athlete's hand and/or the use of equipment to stick to the ball. An athlete with sufficient hand function but small hand size may not always be able to palm the ball, especially without the use of equipment. However, an athlete without hand function but with large hands and/or the right equipment can stick to the ball with one hand. It is important to evaluate this task with and without gloves and equipment.

Dribbling retrieval

- 3.0 Uses strong wrist and finger flexion and extension to compensate for lack of intrinsic muscles and a weak thumb. Supinates the ball into the lap because of poor grip.
- 4.0 Controls the ball in all planes with no substitution patterns.

Overhead, one-handed wrist flip pass

- 3.0 Poor stability in palm. Decreased accuracy and distance in one-hand pass.
- 4.0 Good accuracy and distance.

Catching passes

- 3.0 Two-handed catch, may immediately pull the ball to the lap.
- 4.0 May catch one-handed or may hold the ball away from the body with one hand.

Explanatory Note: Classifiers should take caution and be very observant. There are some athletes in the 3.0 sport class who are capable of catching with one hand, and also holding the ball away from the body with one hand. Some athletes with large hands, and/or assistive equipment and/or who have developed ball skills from participating in other sports can catch with one hand and/or hold the ball away from the body with one hand. It is important to get a complete history, check equipment and not penalize athletes for body size, equipment, training and/or athletic skill.

Gripping for stops and starts

- 3.0 May require increased effort and time with some slippage on the wheel.
- 4.0 The athlete has no limitations because of good finger flexion, extension and thumb strength.

Explanatory Note: The above characteristics are described to assist a classifier in training to understand eligibility related to hand function and are not inclusive of all possible characteristics.

5 Characteristics of Sport Classes

Athletes in these seven sport classes are eligible for Wheelchair Rugby: 0.5, 1.0, 1.5, 2.0, 2.5, 3.0 and 3.5. Athletes in each sport class have unique functions and specific roles on the court.

Athletes are sometimes referred to as “high-point” or “low point” athletes. Low point Sport Classes are the 0.5, 1.0 and 1.5 sport class. Mid-point sport classes are the 2.0 and 2.5 sport class. The high-point sport classes are the 3.0 and 3.5 sport class.

The 1.5, 2.5 and 3.5 sport classes were originally developed to categorise athletes with asymmetrical or varied upper extremity function and/or trunk function. However, there are currently physical assessment features and characteristics of ball and chair tasks identified for athletes in these three sport classes who have both asymmetrical and symmetrical arm function.

Athletes in each sport class represent a wide range of impairment and activity limitation that may at times overlap. For example, the capabilities of a world-class athlete in the 0.5 sport class may exceed those of many good quality athletes in the 1.0 sport class and, in a few cases, new or inexperienced athletes in the 1.5 sport class.

The following examples are useful as a guide to observations of tasks specific to Wheelchair Rugby. These are not complete sport class profiles and are not inclusive of all possible characteristics. The descriptions included in this section are designed to assist a classifier in training in understanding some of the characteristics unique to the sport classes in Wheelchair Rugby.

See Appendix F Characteristics for Sport Classes for a more general description of characteristics of each of the seven Wheelchair Rugby sport classes, including typical roles on court and ball and wheelchair tasks. Still, the examples in Appendix F are not complete sport class profiles and are not inclusive of all possible characteristics.

5.1 Sport Class 0.5

The tasks an athlete performs include but are not limited to:

- Demonstrates consistent proximal shoulder instability,
- Posture in sitting includes sacral sitting posture, kyphosis and/or sits low in wheelchair,
- Typical on court role -- defence / blocker,
- Unopposed biceps push with abduction of the arm and internal rotation of shoulder,
- Forward head with bob when pushing,
- Often uses forearms to turn and stop,
- Flexes trunk forward and use forearms to press down on wheel to decelerate/stop,
- Uses back ¼ of wheel to stop, start and turn,

-
- Relatively slow transition/ recovery from one function to the next,
 - Covers short distance/volume on court,
 - Volleyball and/or scoop pass; no chest pass, and
 - Traps direct passes on lap or bats into lap from limited range.

5.2 Sport Class 1.0

The tasks an athlete performs include but are not limited to:

- Has more balanced shoulder strength so arms are less abducted during pushing than the 0.5 athlete,
- Typical on court role -- defence / blocker,
- May inbound ball but not a major ball handler,
- May have triceps push (especially see elbow extension at the end of the push stroke) and/ or unopposed biceps push with longer wheel contact,
- May have slight head bob throughout pushing, especially visible in starts,
- Longer contact actively propelling on wheel, may have some ability to reverse pushing on back of wheel,
- Multidirectional start, stop and turn—including wheeling backwards,
- May use wrist extensors to hook under portion of rim,
- Forearm or fist/ wrist catch, and
- Weak chest or forearm pass.

5.3 Sport Class 1.5

The tasks an athlete with symmetrical arm function performs include but are not limited to:

- Typical on court role: Excellent blocker and may also be an occasional ball handler,
- Slight head bob at start, not typically throughout push,
- Increased shoulder strength/ stability allows for more effective pushing with limited explosive start due to triceps weakness,
- Increased shoulder strength and stability allows for some distance and consistency to chest pass,
- More effective chest pass than the typical 1.0 athlete, due to stronger triceps and shoulder muscles, and
- Typically has wrist imbalance that causes limited ball security.

The tasks an athlete with asymmetrical arm function performs include but are not limited to:

- Asymmetrical arm or hand function, noticeable with chair and ball handling skills,
- Asymmetrical push, may compensate with drag on strong side,
- Turns toward weak side with more skill, strength and speed than towards strong side,
- May use strong side more effectively when picking, and
- One-sided ball handling skills – for example, one hand used more for stabilizing while other hand used to direct pass.

5.4 Sport Class 2.0

The tasks an athlete performs include but are not limited to:

- Good shoulder strength and stability, allows for very effective pushing,
- Balanced/functional wrist flexion and extension, limited to no finger function
- Increasing role on court as a ball handler,
- Quick stops, starts, turns,
- Rims the ball using wrist flexion with wrist in neutral or flexed position,
- Functional wrist flexion results in increased passing distance compared to athlete without wrist flexion,
- Inconsistent one-hand pass, takes time to set up with use of other hand, one-hand pass only effective when unchallenged,
- Some limitations in ball security due to lack of finger function but can hold ball firmly with palms of hands using wrist flexion,
- Effective chest pass with control and consistency,
- Dribble open-handed, with a flat hand and scoop bilaterally due to active wrist function,
- Scoops ball into legs when catching, and
- Control and distance in overhead pass is limited due to lack of finger function.

5.5 Sport Class 2.5

The tasks an athlete with symmetrical arm function performs include but are not limited to:

- Typical on court role: ball-handler and fairly fast playmaker,
- Because of excellent shoulder strength and stability will see good pushing speed on court,
- May have some trunk control giving better stability in the chair,
- Dribbles the ball safely, but supinates forearm to scoop the ball onto the legs,
- Finger flexion (DIP and PIP) used to hook around wheel for manoeuvring chair in picks and braking,
- Due to finger flexion strength capable of performing one-handed overhead pass, takes some time to set up for pass, usually with assistance of other hand; limited accuracy and distance because of imbalance in finger strength,
- Safe two-handed catching of passes, usually scooping ball to legs. May catch passes one-handed and scoop to lap or chest, and
- Improved ball security compared to athlete with 2.0 hand because of improved ability to isolate wrist/finger function.

The tasks an athlete with asymmetrical arm function performs include but are not limited to:

- Asymmetrical arm or hand function, noticeable with chair and ball handling skills,
- Asymmetrical push, may compensate with drag on strong side,
- Turns toward weak side with more skill, strength and speed than towards strong side,
- May use strong side more effectively when picking, and
- One-handed ball handling skills.

5.6 Sport Class 3.0

The tasks an athlete performs include but are not limited to:

- Normal shoulder, elbow and wrist strength; finger flexion and extension with weakness in hand function,
- On court role as very good ball handler and fast play maker,
- Ability to grip wheel rim can increase pushing control and speed; especially in stops, starts and turns,
- Use of wrist/finger flexion allows quick set-up for one-hand pass, usually uses one hand alone without use of other hand to set up, especially if using dominant hand for passing,
- Uses wrist/finger flexion in one-hand flip pass and rimming the ball,
- Uses finger and/or thumb function to stabilise with the opposite arm to allow greater reach if athlete has no trunk,
- Multiple dribble one handed with control,
- Functional finger flexion and extension and partial thumb function allowing for control of the ball in varying planes,
- Functional finger flexion and extension provides the ability to grasp and release wheel rim regardless of wrist position, and
- Strong ball security in all positions, including overhead, both with one or two hands.

5.7 Sport Class 3.5

The tasks an athlete performs include but are not limited to:

- Primary ball-handler and play-maker.
- If asymmetrical arm or hand function, noticeable with chair and ball handling skills.

Explanatory Note: These characteristics listed above describe arm function of athletes. With the exception of the athlete in the 0.5 sport class, characteristics will vary widely among athletes who have partial to full trunk function and those with various combinations of arm function. (Refer to Article 3.10 for characteristics of 0.5 and 1.0 Trunk.)

PART II – CLASSIFICATION PROCEDURES

This section of the USQRA Classification Manual details classification procedures related to:

- Sport Class and Sport Class Status
- Athlete Evaluation
- Protests and Appeals
- Classification Personnel
- Classifier Certification
- Classification Administration
- Classification Documentation

The classification rules are part of the rules of the sport. All individuals in the sport accept these classification rules as a condition of participation.

It is the responsibility of all parties involved in classification, including classifiers, athletes, coaches, team managers or team representatives, and other athlete support personnel to become educated regarding proper classification procedure and be an integral part of the classification process.

6 Classification Procedures

This section describes the procedures used in classification, specifically sport class and sport class status, athlete evaluation, evaluation timelines, observation in training, athlete notification and protest and appeal pathways.

6.1 Sport Class Allocation

Every athlete wanting to compete in Wheelchair Rugby must be allocated a sport class and sport class status.

6.1.1 Sport Class

Sport class is a numerical category that is used to group athletes by reference to impairment and activity limitation specific to tasks in Wheelchair Rugby. There are seven sport classes in Wheelchair Rugby, ranging from 0.5 to 3.5. A sport class of 4.0 indicates ineligibility for Wheelchair Rugby.

6.1.2 Sport Class Status

In addition to the assignment of a sport class, an athlete in Wheelchair Rugby is also allocated a class type, also known as sport class status. Sport class status is allocated to each athlete to indicate further evaluation requirements and protest opportunities.

Sport class status assists in identifying athletes who:

- Have not been previously classified,
- Require a review of their sport class, or
- Do not require athlete evaluation for a specific competition.

There are four (4) designations of sport class status in United States Quad Rugby:

- New (N)
- Review (R)
- Permanent (P)
- Temporary (T)

The N Sport Class Status is used when:

- An athlete has a progressive disease and requires evaluation at each competition. As long as the N sport class status remains, the athlete's sport class can be changed at any time.
- The athlete has a non-progressive, acquired injury of two years duration or less. The athlete should be examined one year after the initial evaluation at which point the N sport class status should be removed or changed to R if further review is necessary.

Explanatory note: The goal is for an N sport class status to remain for no more than two years following the onset of the injury.

- The athlete has a changing condition with fluctuating impairment; and should be reviewed prior to a competition. N sport class status may never be removed in the situation of a changing disorder (improving or deteriorating).

If an athlete leaves a tournament with an N sport class status, this evaluation does not count as one of the three required classifications for allocation of permanent P sport class status.

If an athlete leaves a tournament, attended by USQRA panel and the R or N was removed, that evaluation counts as the first of the three required for an award of a P permanent sport class status.

The R Sport Class Status is used when:

- Athletes require further observation during competition to confirm their sport class.
- Athletes previously evaluated by an USQRA panel continue to require review to confirm their sport class.

The athlete's sport class is valid for entry in a competition, but the athlete is subject to re-evaluation and the sport class may be changed before or during competition.

An R sport class status may be added to an athlete's sport class as part of a *Protest under Exceptional Circumstances* (Article 7.4 Exception Circumstances).

When the R sport class status is removed from a new athlete undergoing his/her first classification at an USQRA tournament, this evaluation will be considered as the athlete's first USQRA sport class.

If an athlete leaves a tournament with the R sport class status, this evaluation does not count as one of the athlete's three classifications required for allocation of a permanent, or P, sport class status.

The P Sport Class Status is used when:

Sport class status P is assigned to an athlete who has undergone classification three times by a USQRA panel over a minimum of six years, and the player's class has not changed. An athlete is required to be evaluated a minimum of every three years by a USQRA panel until his/her permanent P class has been allocated.

If an athlete leaves a tournament with a sport class allocated by USQRA panel with an N or an R sport class status, this evaluation does not count as one of the athlete's three classifications required for allocation of permanent P sport class status.

The athlete with a sport class status P will not have a change in sport class except in the case of a protest under exceptional circumstances (Article 7.4) described as:

- There is a change in the degree of impairment of an athlete.
- The athlete demonstrates significantly less or greater ability prior to competition that does not reflect the athlete's current sport class.
- An error made by a classification panel has led to the allocation of a sport class that is not in keeping with the athlete's ability.
- There is a change in the sport class allocation criteria (change in classification rules).

T = Temporary Sport Class Status

The temporary sport class status (T) may be awarded at a local level, but this is not a formal sport class, and may not be used in national post season play.

- An athlete may be allocated a T sport class status if an athlete has been evaluated by an incomplete classification panel according to the classification rules of the USQRA.
- A temporary sport class status may only be assigned to an athlete by a level 3 or 4 classifier.

Explanatory Note: At developmental tournaments or training clinics (for example, tournaments or training clinics conducted to teach athletes, coaches, referees and classifiers in new and developing nations) an athlete may be examined by an incomplete USQRA classification panel and receive the T sport class status. The athlete is provided with this provisional sport class to begin play, but will be required to undergo formal classification, by an official USQRA panel, according to the USQRA classification rules, at the next available tournament that the athlete attends, where classification is available.

A new player, must be seen at the first tournament where there is a classification panel. **Players must have a formal class to play post season.**

6.2 Athlete Evaluation Pathway

The classification schedule for athlete evaluation will be available prior to tournament play and it is the responsibility of the coach and athletes of each team to arrive in a timely manner according to the schedule.

Refer to Appendix A for the Pathway for Allocation of Sport Class and Sport Class Status.

6.2.1 Athlete Presentation for Evaluation

Athletes must dress appropriately and bring all documentation, equipment and devices as required including but not limited to:

- Passport photograph,
 - Athletes must bring a passport photo to the classification evaluation session and give the photograph to the tournament Chief Classifier or designee for making the athlete's USQRA classification card.
- Competition wheelchair,
- Competition gloves, straps, tape or any other devices the athlete intends to use during the competition,
 - Bring all equipment but do not wear gloves or tape before start of manual muscle testing.
- Assistive devices, prostheses or orthotics used during the competition, and
- Documentation.

Athletes may be requested to remove uniform tops if necessary to observe and evaluate muscle function and movements during the evaluation. Female athletes should wear appropriate underclothing to permit removal of their uniform shirt.

Athletes may also be asked to transfer to other surfaces for testing, such as a treatment table, floor mat or chair.

An interpreter must accompany the athlete, if the athlete does not understand and/or speak English well enough to participate in the classification process. The interpreter must be available for the physical and technical assessment.

The athlete may request an additional support person, such as the coach, team manager or official team representative to be present.

The athlete may request a *Player Representative*, or *Player Classification Board Member (PCB)* is present during classification. (Refer to Article 9.7 Player Classification Representative.)

The athlete will be evaluated without other athletes present.

The Chief Classifier or designated representative will meet the athlete and accompanying support staff in a reception area to:

- Check the athlete has met all of the requirements for dress and equipment, and
- Collect any documentation brought by the athlete.

If an athlete has a health condition causing pain that limits or prohibits full effort during the evaluation, the athlete may not be appropriate for evaluation at that time. The Chief Classifier may, time permitting; re-schedule the athlete for evaluation at another time.

6.2.2 Completion of Consent Forms

Athletes must consent to evaluation by signing a classification consent form to indicate their willingness to be classified and confirm their agreement to provide full effort and cooperation throughout the classification process. (Refer to Appendix O Consent for Classification Form.)

The classification consent form shall remind athletes that failing to cooperate with classifiers, failure to complete the classification process or intentionally misrepresenting skills and/or abilities are subject to sanctions (Articles 6.6 Athlete Failure to Attend Evaluation, 6.7 Non-Cooperation during Evaluation, and 6.8 Intentional Misrepresentation of Skills and/or Abilities).

Signing the consent for classification form includes but is not limited to:

- Willingness to undergo a complete athlete evaluation, including all components required and to take part cooperating fully with the classifiers, and
- Acknowledge that classifiers are not held liable for any pain or suffering experienced in the course of the athlete evaluation.

6.2.3 Classification Process Briefing

Prior to the athlete evaluation, a classification panel member will brief the athlete and accompanying support staff about the procedures involved in the classification process.

It is the responsibility of all athletes and coaches to respect the classification process and to remember this process is in place for the benefit of all athletes and for the sport of Wheelchair Rugby.

In this regard, it is the responsibility of all athletes and coaches to be an integral part of the classification process and, at all times, to respect the classifiers and their efforts.

6.2.4 Athlete Evaluation

The physical assessment and technical assessment take place during the classification evaluation period. The observation assessment takes place during training/practice and/or competition.

Athletes must give full effort and complete cooperation throughout the classification process. An athlete, who in the opinion of the classification panel is unable or unwilling to participate in athlete evaluation, shall be considered non-cooperative during evaluation (refer to Article 5.5 for consequences).

An athlete, who in the opinion of the classification panel is intentionally misrepresenting his/her skills and/or abilities, shall be considered in violation of the USQRA classification rules (refer to Article 5.6 for consequences).

6.2.5 Allocation of Entry Sports Class and Sports Class Status

The athlete is allocated an entry sport class and sport class status after the physical and technical assessment.

- The classifiers may convene regarding the athlete's classification without the athlete present.
- The PCB may be present.
- If this is the athlete's first evaluation or if results are inconclusive following these tests, a new (N) or review (R) sport class status will be assigned.

Once the classification panel has made a decision on the athlete's entry sport class, at least one member of the classification panel shall inform the athlete of the panel's decision. This should take place as soon as possible after the decision is taken. The athlete is encouraged to discuss the classification result and ask any questions which may arise.

For any athlete that is in review for a decision between sport classes, the assigned class will be that of the higher sport class. If the classification panel members need to vote, a majority decision is necessary.

Both the athlete and coach or team representative may be involved in the explanation of the results and encouraged to discuss the rationale for the decision in a respectful and professional manner.

The athlete under review with an N or R sport class status will be observed on the court during training and/or competition to confirm the sport class and sport class status. A final decision on sport class will be made as soon as possible, dependent on tournament regulations.

Once the classification panel has confirmed the athlete's sport class after observation, at least one member of the classification panel shall inform the athlete of the panel's decision. This should take place as soon as possible after the decision is taken.

6.3 Notification of Third Parties

At the end of each session, or each day, during the classification evaluation period, the Chief Classifier shall convey the outcomes of assigned sport class and sport class status to the local organizing committee.

The Chief Classifier and/or the local organizing committee should inform all relevant parties of outcomes of athlete evaluation. Sport class and sport class status may be posted at the site of competition and/or distributed to all teams at the end of each day, or as soon as is logistically possible.

When the initial sport class is determined, the athlete will be issued an official USQRA classification card.

The Chief Classifier is responsible for preparing the USQRA classification card and collecting the appropriate fees.

6.3.1 Changes in Sport Class Resulting from Observation Assessment

If the classification panel determines any changes to an athlete's sport class during the observation assessment:

- At least one member of the classification panel shall inform the athlete and local organizing committee of the panel's decision as soon as is logistically possible. This will take place, but not limited to the time following the current match
- Changes will be posted at the site of competition and/or distributed to all teams at the end of each day, or as soon as is logistically possible.
- The USQRA classification card is collected and a new card prepared with the revised sport class; no additional fee is required.

6.4 Classification Cards

Official USQRA classification cards can be obtained at tournaments sanctioned by USQRA for classification and where a certified USQRA classification panel evaluates the athlete.

The USQRA classification cards must be used at all USQRA-post season tournaments and all unsanctioned tournaments that have an official USQRA panel for identification of sport class.

Athletes must pay \$10 for a new classification card. Lost or forgotten classification cards must be replaced in order for the athlete to participate at the competition.

- If an athlete does not have a USQRA classification card at a tournament (for example, the classification card is lost) the athlete must pay a fine of \$15 and also pay \$10 to replace the classification card in order to participate in the tournament. The total fee for card replacement and fine is \$25
- If an athlete forgets the card, issue him/her a paper card. Write in bold letters, "For Bow 95 Tournament Only." The charge for this is \$15.00. There is a page of paper cards in Addendum B. Copy this and then cut the cards for your use.
- If the athlete forgets his/her photo, issue a paper card until the athlete provides a picture and the card can be laminated. If the athlete is unable to supply a picture you may laminate the plastic card without the picture. Ask athlete to adhere a photo to his card prior to the next tournament.
- If, in the opinion of the Chief Classifier, a USQRA classification card is damaged or no longer usable, the athlete must replace the classification card and pay \$10 for the replacement card.
- Club teams or the individual athlete may pay for classification cards and replacement classification cards.
- Only sport class status P is marked on USQRA classification cards.

6.4.1 USQRA Card Protocol

- Use a black felt tip marker to clearly write on the cards. Write the athlete's first name then last name.
- Write the athlete's sport class above the word "class" in large numbers using a bold marker.
- The athlete must bring a photo with him/her or you can utilize the photo on the old card.
- Use the Alpha list to complete the section: when classified, write all events and the list of the most recent panel.
 - Example: BOW 91, TEH 93P, BOW 94 D. Bulger, A. Seals, G. Hanser
 - (the P reflects a protest)
- Glue the picture on the square for extra stability. A glue stick works well
- The front of the card can be directly laminated if the athlete has a picture. The back lamination can be removed and saved to use for card corrections. For example, if a player has a plastic card and is up for re-class, instead of issuing a new card, use a slip of paper to make the correction and then use the lamination sheet to adhere it.

-
- The cards cost the player initially \$10.00. As the chief tournament classifier, you are in charge of the money received and maintain a list of those who have purchased cards. All the money and the list are then sent to:
 Cyndy Ellis
 7 Center St.
 Medway, MA 02053
 - This should be done promptly after the tournament.
 - If an athlete is in review during the tournament, and a decision is made, issue the plastic card. DO NOT write "R" on the plastic cards.

CARD EXAMPLES

Paper

| | |
|--|--|
| U.S.Q.R.A | |
| | <div style="border: 1px solid black; width: 100px; height: 50px; margin: 0 auto;"></div> |
| Name: <u>John Smith</u> | Class _____ |
| Country: <u>USA</u> | |
| Team: <u>Dallas Sidekicks</u> | |
| Date Classified: <u>BOW 91, BOW 94</u> | |
| Classifiers: <u>For Bow 95 Tourn. Only</u> | |

Plastic

3.0

Name: John Smith
 Team: Dallas Sidekicks
 Date Classified: BOW 91, BOW 94
 Classifiers: D. Bulger, A. Seals, G. Hanser

6.4.2 Female athletes in the USQRA

Once a female athlete's sports class is determined the paperwork is completed per classification protocol, but the sports class that is written on the card is .5 lower than the athletes given class. If the athlete's class is determined to be .5, then her class is 0. This change was voted on by the USQRA general membership April 2008.

6.4.3 Over 45 year old athletes in the USQRA

Once an athlete turns 45 years of age that players' sports class is dropped .5. If the player is bench tested for the first time, his paperwork is completed per classification protocol, but the sports class that is written on the card is .5 lower than the athletes given class. If the athlete's class is a .5, then that athlete's sport class on his card is a 0.

This change was voted on by the USQRA general membership April 2009.

If the athlete is female and over 45, only one .5 deduction in class is allowed.

6.5 Sport Class Allocation Timeline

Athletes with sport class status of N or R may have their sport class changed at any time and this change will take effect immediately, including decisions regarding eligibility.

If an athlete is attending a USQRA tournament and receiving his/her first USQRA sport class, that individual's sport class may be changed at any time during the tournament.

If an athlete has a previous USQRA sport class and enters the tournament under review (sport class status R) from a previous competition, or is allocated a R sport class status after physical and technical assessment in the classification evaluation period; the athlete may have his/her sport class changed at the end of a game. If an athlete starts a game during semi-final games, or the equivalent game, his/her sport class will not be changed until the end of the tournament.

- If the athlete is determined to be ineligible, this athlete's ineligibility occurs as soon as possible, in accordance with the tournament rules of play.

If athletes have a previous USQRA sport class (for example, it is their 2nd or 3rd evaluation) and they are not under review prior to the start of play, any change of sport class occurs..... at the end of the tournament.

Explanatory Note: The rule applies to an athlete who enters a tournament and undergoes athlete evaluation for his/her 2nd or 3rd sport class. Following the bench test and technical assessment if there is no evidence that the sport class has changed, the R sport class may not be assigned. However, while observing play, if the panel determines the sport class of that athlete may not be correct, they may add a sport class status R to formally observe the athlete. This athlete may be required to undergo further evaluation after observation. Following this evaluation, if the panel determines the sport class

should be changed; this sport class change will take effect at the end of the tournament.

If an athlete has a previous USQRA sport class (for example, the athlete is attending his/her 2nd or 3rd classification evaluation) and is not under review (does not have a sport class status R), and the athlete is determined to be ineligible, this athlete's ineligibility occurs at the end of the tournament.

6.5.1 International Athletes in the USQRA

As of April 2006, any international athlete, who has an IWRF sport class, playing as a member of a USQRA team, will play with his/her IWRF class. (a player may not play with his/her national classification card). An international athlete must use his IWRF card at USQRA tournaments. If the athlete does not have his/her IWRF card a temporary USQRA "tournament only" card will be issued and the athlete must pay a \$25.00 fee (\$10 temporary card + \$15 fine). The athlete must have his/her zonal head classifier contact the USQRA classification committee to confirm his/her IWRF sport class in order to issue the temporary USQRA classification card.

International athletes playing as a member of a USQRA team, and who do not have an IWRF sport class, will be evaluated by the USQRA classification committee and will receive a USQRA classification card. They will be required to undergo classification by a USQRA panel, rechecked every 3 years until receiving a permanent USQRA sport class given, per USQRA policies and procedures. If the international player receives an IWRF sport class, the athlete will then be required to use the IWRF classification card when playing in the US.

International teams playing in a US tournament will use their international classes. They must have formal country, zonal or IWRF cards to validate their class.

US players with international classes will be required to use their US classes while playing in US tournaments (even if the international class differs from the US class).

6.6 Athlete Responsibilities

Once the athlete receives an official USQRA classification card, it is the athlete's responsibility to bring the card to every tournament. Failure to bring the card to a tournament will result in a fine of \$15. A new classification card must be issued for the athlete to play in the tournament and the replacement fee is \$10. The total cost for replacing a lost or missing card is \$25.

An athlete may request a copy of his/her personal USQRA classification form by obtaining a release form from the USQRA Head of Classification or the competition Chief Classifier or designee, signing and returning the appropriate form for release of information. An administrative fee may be charged for each release of information requested to cover the costs of copying and mailing of forms. (Refer to Appendix M for the release of information form and charges.)

An athlete who fails to attend classification, is unable or unwilling to cooperate in athlete evaluation, or is intentionally misrepresenting skills and/or abilities will not be

allocated a sport class or sport class status and will not be permitted to compete at that tournament, and/or may be considered in violation of the classification rules and undergo sanctions determined by the USQRA (Articles 6.6, 6.7 and 6.8).

6.7 Athlete Failure to Attend Evaluation

If an athlete fails to attend his/her scheduled evaluation session, the athlete will not be allocated a sport class or sport class status, and will not be eligible to compete in this tournament.

However, should the Chief Classifier be satisfied that a reasonable explanation exists for the failure to attend the evaluation; an athlete may be given a second and final chance to attend the evaluation.

Failure to attend evaluation includes:

- Not attending the evaluation at the specified time or place.
- Not attending the evaluation with the appropriate equipment/clothing and/or documentation, including the passport photograph required for making the classification card.
- Not attending the evaluation accompanied by the required athlete support personnel, including a translator if needed.

6.8 Non-Cooperation during Evaluation

An athlete, who in the opinion of the classification panel is unable or unwilling to participate in the classification process, should be considered non-cooperative during evaluation. However, should the Chief Classifier be satisfied that a reasonable explanation exists for the failure to cooperate during the evaluation; an athlete may be given a second and final opportunity to attend and cooperate.

Explanatory note: unable means that the athlete's bench test & on court observation are inconsistent. This is not due to athlete intentionally non-cooperating. This is also known as unclassifiable.

If the athlete fails to cooperate, the consequences include:

- The athlete will not be allocated a sport class or sport class status, and will not be permitted to compete at the tournament.
- The athlete may have his/her sport class changed at any time.
- The athlete may not be awarded a USQRA sport class or sport class status at the conclusion of the tournament.
- The athlete is subject to sanctions as determined by the USQRA, in compliance to The IPC code.

Any athlete entering the classification room under the influence of any performance altering substance shall be considered non-cooperative during evaluation. This athlete will be asked to leave, not allocated a sport class and sport class status and will not be permitted to compete at that tournament.

6.9 Intentional Misrepresentation of Skills and/or Abilities

An athlete, who in the opinion of the classification panel is intentionally misrepresenting skills and/or abilities, shall be considered in violation of the USQRA classification rules.

If the athlete intentionally misrepresents skills and/or abilities, the consequences include:

- The athlete will not be allocated a sport class or sport class status, and will not be permitted to compete at that tournament.
- The athlete is subject to other sanctions as determined by the USQRA.

7 Protests

A protest is the procedure by which a formal objection to an athlete's sport class is made and subsequently resolved. This section describes protest procedures including timelines for submission and resolution of protests.

7.1 General Principles

Protests are an integral right of athletes and classifiers; however, protests should not be used in a manner that would unfairly affect the outcome of the competition. "Tactical Protests" are a breach of the principles of fair play.

It is important for everyone involved in the protest process to respect the athletes, coaches and classifiers; and to remember that classification is for the benefit of all athletes and the sport of Wheelchair Rugby.

It is equally important to respect other athletes and submit a protest only when there is genuine doubt about the sport class of a competitor (International Paralympic Committee, 2000).

7.2 Submission of Protests

Protests may be submitted to the USQRA Head of Classification prior to a competition or to the Chief Classifier of a USQRA sanctioned tournament prior to or at a USQRA sanctioned tournament.

The maximum number of protests per athlete is three.

7.3 Protest Opportunities

The sport class status that is allocated to an athlete indicates protest opportunities that are available. The sport class statuses in Wheelchair Rugby are:

- New (N) – The athlete has a non-progressive, acquired injury of two years duration or less. The athlete should be examined one year after the initial evaluation at which point the N sport class status should be removed or changed to R if further review is necessary.

An athlete has a progressive disease and requires evaluation at each competition. As long as the N sport class status remains, the athlete's sport class can be changed at any time.

- Athletes with sport class status N may be protested following allocation of sport class by the athlete, another team or by the Chief Classifier.
- Review (R) – This status indicates an athlete who has undergone evaluation and has obtained a sport class for competition, but requires further evaluation.
 - Athletes with sport class status R may be protested following allocation of sport class by the athlete, another team or by the Chief Classifier.
- Permanent (P) – This status indicates an athlete who has undergone evaluation and the sport class has been confirmed for USQRA competition, and does not require further evaluation.
 - Athletes with sport class status Permanent (P) may only be protested by the USQRA Head of Classification and/or the Chief Classifier under exceptional circumstances (refer to Article 7.4).

The athlete being protested with an R sport class status is still under review by a classification panel at the tournament to confirm the athlete's sport class. In this case, the protest of an athlete under review may be accepted and recorded but will only proceed to the *Protest Panel* when the classification panel has completed its evaluation, removed the R sport class status and confirmed the athlete's sport class for that tournament.

- The protest panel evaluating the athlete will be informed of the protest. If the protest panel begins the athlete evaluation and is unable to gather enough evidence to reach a decision by the conclusion of the tournament, the protest may be carried forward to the next equivalent tournament.

The regulations for protest for athletes with a 4.0 sport class, or ineligible, are described in Appendix L – Protest Procedure for Ineligible Athletes.

7.4 Exceptional Circumstances

Exceptional circumstances will arise if the USQRA Head of Classification and/or Chief Classifier believe that an athlete's sport class no longer reflects that athlete's ability to compete equitably within the sport class.

Exceptional circumstances may result from:

- A change in the degree of impairment of an athlete.
- An athlete demonstrating significantly less or greater ability prior to or during competition that does not reflect the athlete's current sport class.
- An error made by a classification panel that has led to the athlete being allocated a sport class that is not in keeping with the athlete's ability.
- Sport class allocation criteria having changed since the athlete's most recent evaluation.

A protest made under exceptional circumstances shall follow the same process detailed in Articles 7.5, 7.6, 7.7, 7.8 and 7.9.

7.5 Protest Submission Procedures

The USQRA Head of Classification and/or Chief Classifier may protest any athlete's sport class under Exceptional Circumstances at any time.

7.5.1 Protest Submission Prior to Competition

Protests must be submitted on the USQRA protest form (Appendix C Classification Protest Form). Official protest forms may be obtained from the USQRA Head of Classification, tournament Chief Classifier or may be found on the USQRA website in the USQRA Classification Manual.

The protest form, accompanied by the protest fee (refer to Appendix C Classification Protest Form for current fee) should be submitted to the USQRA Head of Classification or his/her designee, for example, the tournament Chief Classifier.

The submitted protest form must be written in English and describe briefly and clearly the details of the decision being protested and the reason for the protest.

Upon receipt of the official protest form, the Head of Classification or his/her designee shall conduct a review to determine whether all relevant classification rules concerning submission of the protest have been followed.

If the relevant classification rules have not been followed, the Head of Classification or his/her designee will dismiss the protest and return the protest form and fee.

If the relevant classification rules have been followed, the Head of Classification or his/her designee shall notify all relevant parties of the date for the next event where the protest evaluation will take place.

For protests filed ahead of the competition, the USQRA Head of Classification and/or the tournament Chief Classifier will appoint the classification protest panel to conduct the protest at the next appropriate USQRA tournament.

The USQRA Head of Classification and/or tournament Chief Classifier will make every effort to ensure that the source of the protest is kept confidential.

7.5.2 Protest Submission during Competition

- Any team or player may protest an individual player's classification and/or eligibility in accordance with tournament guidelines.
 - The player, coach or team member filing the protest during competition must submit the protest in person.
 - If an athlete wishes to protest his/her own sport class, the athlete must have the support of his/her coach, and who must also sign the classification protest form.
- Chief Classifier under Exceptional Circumstances

The Chief Classifier or his/her designee for that tournament is the person authorised to receive protests at that event.

Protests must be submitted on the USQRA protest form. Official forms may be obtained from the USQRA Head of Classification, tournament Chief Classifier or may be found on the USQRA website in the USQRA Classification Manual.

The submitted protest form must describe briefly and clearly the details of the decision being protested and the reason for the protest.

The completed form, accompanied by the protest fee should be given to the tournament Chief Classifier or his/her designee.

The protest fee will be refunded if the protest is upheld; if the protest is not upheld the money is forwarded to the USQRA Classification treasurer.

Upon receipt of the protest form, the tournament Chief Classifier will conduct a review to determine whether all necessary information is included. If it appears to the Chief Classifier that the protest form has been submitted without all necessary information, the Chief Classifier shall dismiss the protest and notify all relevant parties.

The Chief Classifier will investigate the validity of the submitted protest by checking the USQRA Database, looking at previous charts and/or contacting the respective classifiers to clarify information, if necessary.

If the protest is accepted, the Chief Classifier shall notify all relevant parties of the time and date for any subsequent protest evaluation, according to the classification rules for protests.

The USQRA Head of Classification and/or tournament Chief Classifier will make every effort to ensure that the source of the protest is kept confidential.

7.6 Protest Panel during Competition

For resolution of protests filed prior to a tournament:

- The Head of Classification and/or tournament Chief Classifier appoints the protest panel.

For resolution of protests filed at a tournament:

- The Chief Classifier appoints the protest panel.

The Head or Chief classifier will assemble a classification protest panel that will consist of:

- Three (3) Classifiers that do not share any team affiliation with the player being protested.
- USQRA Executive Board Member (EBM), and/or tournament director will be informed of a protest. The EBM may be present, if available, to observe and

advise that the protest process and procedures are followed appropriately. The EBM is a non-voting member of the panel.

- Player Classification Board Member (PCB) – if available. The PCB is a player or former player selected to represent the interests of the athlete under protest; serves in an advisory capacity only and is a non-voting member.
 - If the PCB and/or EBM are unavailable for any reason the head classifier may assign a substitute to act in this capacity, if the protested athlete requests that a PCB be present.
 - A classifier with the same team affiliation as the player being protested may not serve on the protest panel.

To serve the best interest of the athlete, if at all possible, the protest panel shall be composed of classifiers with equal or greater expertise (of the same or higher USQRA classification certification level) than those members who were involved in the athlete's previous classification.

- Every effort is made to have a panel of classifiers who were not involved in the decision being protested, and if this cannot be accomplished it is the athlete/team's choice as to whether to proceed with the classification.

A self-protest of an athlete may be made up to the designated cut-off time at the tournament:

- Each team has played once in a 'round robin' or
- At the end of pool play.

7.7 Resolution of the Protest

Once the Chief Classifier accepts the protest, the Chief Classifier gives the documentation submitted with the protest, and any additional written evidence offered in support of the protest, to the protest panel to review the detailed reason for the protest. The protest panel uses this information as the basis for their review and responds to questions and points in the protest form in their written decision.

The protest panel starts the athlete evaluation with no previous information, other than what is provided on the written protest form and supporting documents (if provided), so the protest evaluation is conducted as if the athlete is having his/her first classification evaluation.

The protest panel should conduct the evaluation without reference to previous documents, such as classification forms or prior protest forms, and without reference to members of the classification panel that were involved in the allocation of the sport class that is being protested.

The protest panel may seek medical, sport or scientific expertise in reviewing the athlete's sport class.

In general, on-court observations are necessary in the protest procedure. An initial observation session may take place without notifying the athlete under protest.

- In the case of a self-protest, the athlete knows that he/she is under protest. The athlete and/or team coach or team representative will be informed of the time and date of the athlete evaluation that may be scheduled before the initial observation.
- If another party submits the protest, the athlete and/or team coach or team representative will be informed of the protest as soon as possible after the initial observation has occurred. The athlete and coach or team representative will be informed of the time and date of the athlete evaluation.

The classification protest panel will evaluate the athlete under protest in another physical and technical assessment.

- The athlete may have his coach OR a team representative and a translator present, if necessary, for the physical and technical assessments. The PCB and EBM may be present, if available.

Further observation may be necessary after the physical and technical assessment.

The protest panel will make a ruling on the protest as soon as possible following the collection of all information needed to render a decision. (Article 7.9 Protest Decision Timeline for When Protest Decisions Take Effect).

If the protest panel is unable to reach consensus and there is a need to vote, a majority decision is necessary.

- This decision is made by an open vote and not by a secret ballot.
- The individual votes are not recorded.

If the protest panel is unable to gather enough evidence to make a decision by the end of the tournament, the protest shall carry over to the next equivalent USQRA tournament. Inability to make a decision may result from:

- Insufficient playing time on court, for whatever reason, for the necessary observations to take place;
- If there are insufficient numbers of classifiers to assemble a proper protest panel at the tournament; and/or
- Multiple protests filed at a tournament whereby the panels are unable to complete all protests at that tournament.
 - Protests are handled in the order in which they are submitted with the tournament Chief Classifier or his/her designee.
 - To ensure that protests are handled in the order in which they are submitted, time of deposit is recorded on the protest forms when submitted to the tournament Chief Classifier or his/her designee.

7.8 Protest Decision Notification

All relevant parties shall be notified of the protest decision in accordance with athlete evaluation articles 6.2.5, 6.3 and 6.3.1 on informing decisions of an athlete's sport class and notification of third parties.

7.8.1 Informing athletes of decisions on sport class as a result of a self-protest

- When the classification panel has made a decision on the protest, at least one member of the classification panel shall inform the athlete of the panel's decision. This should take place as soon as possible after the decision is taken in accordance with Articles 6.2.5 and 6.3.1.
- The team and/or athlete submitting the self-protest is provided with a copy of the protest form including the written decision by the protest panel. If the athlete wants a copy of this classification evaluation form, the athlete must submit a release of records form (Appendix M).

7.8.2 Informing of decisions on sport class as a result of a protest by another team

- When the classification panel has made a decision, at least one member of the classification panel shall inform the athlete under protest of the panel's decision. This should take place as soon as possible after the decision is taken in accordance with Articles 6.2.5 and 6.3.1.
- The panel does not inform the athlete of what team made the protest, only of the decision taken.
- The panel informs the nation submitting the protest with a written explanation of the decision taken in the appropriate section on the protest form; and may verbally inform the team submitting the protest as soon as is logistically possible. If time or circumstances do not permit a meeting, the decision is given in written form only on the USQRA protest form.

Explanatory Note: A protest may be lodged by another team, not completed at that tournament, and carried over to the next equivalent USQRA sanctioned tournament. If the team lodging the protest is not present at the next equivalent event where the protest is completed and cannot be verbally informed in a meeting, written notification of the decision taken is provided to the team that lodged the protest as soon as is logistically possible after the conclusion of the tournament.

7.9 Protest Decision Timeline

The implementation of any change of sport class occurring as a result of a protest will take effect as soon as possible prior to the start of the tournament semi-finals; however, if the decision is made after the start of semi-finals, the change will be implemented at the end of the tournament.

8 Appeals

8.1 Appeal

Appeal is used to describe the procedure by which a formal objection to the manner in which classification procedures have been conducted is submitted and subsequently resolved.

8.2 General Principles

The USQRA shall have *Classification Appeal* procedures in its classification rules. These procedures include clear timelines for the submission and resolution of an appeal. The USQRA should identify an appeal body in its classification rules.

Explanatory Note:

At the time of this manual, no formal procedure is in place within the USQRA. This will be addressed during the 2010-2011 season.

9 Classification Personnel

Classifiers are individuals with formal medical and/or health-related education and training in neuromuscular evaluation and testing (for example, physicians, physical therapists and occupational therapists).

9.1 Eligibility to Become a Classifier

To be eligible to become a classifier in Wheelchair Rugby an individual must have the following pre-requisites:

- Experience in the evaluation of individuals with impairment and activity limitation, especially those most common in Wheelchair Rugby (such as spinal cord injury and other neuromuscular and orthopaedic conditions).
- Knowledge of Wheelchair Rugby or other wheelchair sports and/or a willingness to increase knowledge through watching the sport.
- Demonstrate competence in manual muscle testing of the upper and lower extremities and trunk.

To make a final determination of eligibility to become a classifier in Wheelchair Rugby, the interested individual must submit the USQRA Classifier Application (Appendix I) and any other requested documents needed to confirm credentials and qualifications.

9.2 Classifier

A classifier is a person authorized as an official by USQRA to evaluate athletes, while serving as a member of a classification panel.

Classifiers do not allocate an official USQRA sport class and sport class status individually. Classifiers work as members of a classification panel.

Explanatory Note: A temporary sport class status (T) may be assigned to an athlete by a level 3 or 4 classifier.

During a competition, members of the classification panel should not have any other duties or official responsibilities that are not in connection with classification.

The duties of a classifier include but are not limited to:

- Work as a member of a classification panel to allocate athlete sport class and sport class status,
- Work as a member of a protest panel as required to conduct athlete evaluation and resolve an objection to an athlete's sport class,
- Attend classification meetings and seminars at competitions, and
- Assist in classifier training and certification as requested by the USQRA Head of Classification (for example, organizing and teaching workshops; mentoring classifiers and trainees working with a classification panel and those teaching workshops).

9.2.1 Classification Stipend

- As of the April 2005 Annual General Meeting, the USQRA approved that each classification panel member at all tournaments during the regular season will receive a \$100 stipend paid out of a general fund of the USQRA. Post season tournament stipends will be the responsibility of the tournament hosts.

9.2.2 Panel Expenses and Payments

- Travel: All out of town classifiers will be reimbursed for their travel by the USQRA fund during the season and by the tournament host during post season. Those classifiers who must travel will make their arrangements with the tournament host or Classification Chairperson, while trying to be as cost and time conscience as possible, and informing the Head of Classification (during the season) or the tournament host (post season) prior to purchasing airline tickets
- Housing: Lodging is provided for all out of town classifiers in shared hotel accommodations with another classifier or other tournament official. If a classifier chooses different lodging accommodations (for example, a private room or sharing a room with a spouse or significant other) that classifier will be financially responsible for 50% of the room cost as long as these arrangements to not result in another classifier in a room alone paid for by the responsible party for that event.

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- The tournament or USQRA will only be responsible for 1 and ½ rooms, if there is no other person for the third classifier to room with then 1 classifier will be assigned a room to him/herself and 2 rooms will need to be paid for. There are potential exceptions to the scenarios presented and they will be assessed as needed.

9.2.3 Classifiers Responsibility and Function

- Evaluation of athletes and assigning sport class and sport class status
- Participate on protest panels when necessary
- Meet to evaluate and discuss improvements and revisions in the classification system and the administration of national classification
- Gather feedback from athletes about the present classification system and possible revisions
- Participate in evaluation of the classification system, within the IWRF and USQRA rule guidelines.

9.3 Head of Classification

The USQRA Head of Classification, also referred to as the Classification Chairperson, is selected by the USQRA classification committee and is responsible for all direction, administration, coordination, and implementation of USA classification matters for Wheelchair Rugby for a period of four years.

The duties of the Head of Classification include but are not limited to:

- Administer and coordinate classification matters related to Wheelchair Rugby, including serving as a liaison to the USQRA executive board.
- Communicate on behalf of the USQRA with regional and sectional members on matters relating to national classification.
- Provide advice and assistance to the local organizing committees at USQRA sanctioned events to ensure that the necessary arrangements are made for travel, accommodations and working logistics for classifiers before, during and after the event.
- Appoint classifiers for appropriate composition of classification panels and protest panels for all tournaments during the season and during post season including National in consultation with Sectionals Head Classifiers.
- Act as Chief Classifier at National DI and DII Championships or appoint a Chief Classifier if unable to attend.
- Examine the current state of classification in the sport on a regular basis.
- Evaluate current classification rules and the IWRF/USQRA Classification Manuals and provide recommendations for improvements and/or revisions on a regular basis.
- Inform classifiers of any changes in the classification rules and consult for feedback on issues that affect the sport rules.
- Oversee the publication of the USQRA Classification Manual in accordance with the policies and procedures of the IWRF and USQRA.
- Prepare, submit and monitor a classification budget for USQRA annually, or as requested.

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- Organize and conduct classifier training and certification, and/or appoint a classifier trainer to organize and conduct classifier training and certification.
 - Maintain and regularly update a secure classification database to ensure classification records are accurate or appoint an individual as the *Database Administrator* to maintain and update the database.
 - Maintain and regularly update a classifier database to track classifier activity and certifications or appoint an individual as the Database Administrator to maintain and update the database.
 - Maintain and regularly update the classification master list or appoint an individual as the Database Administrator to maintain and update the classification master list.

9.4 Sectional Head Classifier

The *Sectional Head Classifier* is elected by each section for a period of two to four years to communicate with sectional and national classifiers on matters relating to classification and classification opportunities in the respective section.

A Section Head Classifier must be an USQRA Certified Level 3 or 4 classifier, active nationally and in the section.

The duties of the Sectional Head Classifier include but are not limited to:

- Liaise with the USQRA Regional Assistant Commissioners (RACs) and communicate with other classifiers within the respective section.
- Communicate with the Head of Classification to further sectional classifier development.
- Assist the Head of Classification in any matters relating to classification.
- May recommend certification for USQRA Level 2, 3 and 4 classifiers (if Sectional Head Classifier is a Level 4 classifier) and may recommend certification for USQRA Level 2 and 3 classifiers (if Sectional Head Classifier is a Level 3 classifier) at invitational or sanctioned tournaments. Certification is dependent on approval of the USQRA Head of Classification.
- Checks log books of classifiers in respective section.
- Has the authority to gain verification of logbooks within section.

9.5 Chief Classifier

The Chief Classifier is appointed by the USQRA Head of Classification for a specific competition.

The duties of the Chief Classifier include but are not limited to:

- Responsible for all direction, administration, coordination, and implementation of classification matters for a specified competition.
- Liaison with organizing committees and teams before a competition to identify and notify athletes who require evaluation for allocation of sport class and sport class status.
- Liaise with organizing committees before a competition to ensure travel, accommodation and working logistics are provided for classifiers (for

example, working space, equipment, office supplies, transportation, lodging and meals).

- Consult with classifiers to ensure that classification rules are applied appropriately during a specific competition.
- Supervise classifiers and trainee classifiers in their duties as members of classification panels, and observe their classification competencies and proficiencies.

Refer to Article 11 for specific duties managing classification at a tournament including pre-competition, competition and post-competition.

9.6 Trainee

A *Trainee* is an individual who is in the process of formal classification training. The formal training may be at the basic or introductory level or may be more advanced training to progress in certification level.

A trainee who is not yet certified by the USQRA as a classifier may not be appointed as a member of a classification panel at a USQRA competition. This individual is unable to allocate a USQRA sport class.

It should be ensured that trainee classifiers have no responsibilities as a member of a team, or an athlete's personal attendant, at the event where classification training takes place. Having no such official duties allows the trainee classifiers to participate fully in their classification training and to be eligible for certification or to advance in certification.

The duties of the trainee include but are not limited to:

- Active participation and observation to learn classification rules and to develop competencies and proficiencies in athlete evaluation for Certification.
- Attend classification meetings, seminars, and training workshops.

9.7 Player Classification Representative (PCB)

The *Player Classification Representative (PCB)*, or *Player Classification Board Member*, is a Wheelchair Rugby athlete, or former athlete, who understands and can explain the classification rules from the perspective of the athlete. The Player Classification Representative must appreciate and be able to explain the classification process and the unique characteristics and differences of the specific sport classes to other athletes.

At the start of most tournaments, the Chief Classifier in consultation with the classification panel will select appropriate PCBs and invite these individuals to participate in athlete evaluation, when requested.

Duties of the Player Classification Representative include but are not limited to:

- Explain the classification rules in terms understandable to the athletes.
- Be diplomatic and tactful in communication with athletes, coaches, athlete support personnel and members of the classification panel.
- Be trusted and respected by the athletes in Wheelchair Rugby.

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- Observe the Code of Ethics and keep information related to athletes confidential.
 - Be available to observe during athlete evaluation, and provide expertise in situations such as technical assessment, on-court observation, protests, and the development and implementation of new classification rules.
 - Serve in an advisory capacity; the PCB will not have a vote in the actual determination of an athlete's sport class.
 - Attend classification meetings if available; the PCB may participate in classification meetings, but does not have a vote.

10 Classifier Certification

Classifier certification establishes that an individual has met the competencies for classification and is proficient to practice as a classifier in Wheelchair Rugby. Classifiers shall be trained and certified by the USQRA.

10.1 Levels of Certification

There are four levels of certification provided by the USQRA: Level 1, 2, 3 and 4. Level 1 has the least amount of experience and level 4 has the most experience. See article 10.3 for the criteria of each level.

10.2 Assessing Competencies

Methods of obtaining certification include theoretical education delivered through basic training workshops and advanced workshops or seminars, and application of knowledge and practical education through hands-on training with a classification panel and mentorship.

10.3 Certification Criteria

There are specific competencies for certification at each level. Minimal criteria for certification and advancement include, but are not limited to:

Level 1

1. Sign the USQRA code of ethics
2. Attend a basic classification workshop
3. Receives and familiarizes themselves with classification manual
4. Experience with neuromuscular evaluation
5. No wheelchair sports experience

Level 2

1. Performs a complete bench test independently and explains findings accurately to level 3 and 4 classifiers
2. Seeks guidance when needed
3. Begins to explain findings to athletes with another level 3 or 4 classifier present
4. Demonstrate contact hours with rugby (for one year minimum)

Level 3

1. Performs complete classification process (bench test and observation) independently and provide explanation of findings to classification team, athletes, coaches, and team representatives.
2. Active participation at a national level and involvement in rugby for at least two seasons
3. Seeks guidance when necessary
4. Instruct at a basic classification workshop for level 1 and 2 classifiers
5. Participate in a protest panel or as a member of a panel making a player ineligible

Level 4

1. Demonstrate minimum of three years involvement with rugby
2. Has acted as chief classifier at a tournament involving at least six teams
3. Ongoing involvement in the supervision, training and education of classifiers.
4. Involved in protest of two or more players
5. Attend an advanced workshop
6. Be able to lead and conduct procedure for making a player ineligible.
7. Participate in classification committee meetings held at USQRA tournaments

Criteria for Becoming an International Classifier: An individual must be a level 3 or 4 national classifier and be recommended to the USQRA Head of Classification for further details please refer to the IWRF manual.

10.4 Evaluation of Competency

Classifiers submit their logbooks for review of proficiency in specific competencies to the USQRA Head of Classification or respective Sectional Head of Classification on an annual basis, the specific date or time period as determined by the USQRA Head of Classification.

Classifiers are evaluated in specific areas as identified on the classifier certification form (refer to Appendix H Classifier Certification Form). To advance, the classifier must meet all goals for each respective level and be observed by a level 4 classifier. A member of the Classification Board will keep record of classifier levels and advancement.

Classifiers must demonstrate improvement of weak areas as identified in the classifier certification development plan in order to advance in certification level (Appendix H Classifier Certification Form).

10.5 Approval of Certification

Certification at each level as a USQRA classifier can only be obtained with the approval of the USQRA Head of Classification.

10.6 Notification of Certification

At each tournament where the classifier is assessed, the classifier will receive written and verbal feedback using the classifier certification form (Appendix H Classifier Certification Form).

- This form, including an action plan for addressing identified competencies requiring improvement, is to be completed by the classifier trainer or by the member of the classification panel designated by the classifier trainer or Chief Classifier as the evaluator to conduct classifier certification and training (Appendix H).
- At each tournament where the classifier is being assessed, the classifier should provide a copy of his/her previous certification form in order to be assessed by the classifier trainer or evaluator appointed to conduct certification and training.
- If a classifier is being advanced in certification level and there are any competencies listed in the development/action plan still requiring improvement but not critical to advancement in certification level, these competencies must be carried through on the certification form to the next assessment.
- At a tournament where the classifier is being evaluated but is not being assessed to advance in certification level, the classifier trainer or designated evaluator may provide a pathway to further develop competencies. The designated evaluator will discuss achievements regarding the classifier's development/action plan. If the evaluator believes specific competencies requiring further proficiency have been met, the action plan can be signed and dated for each competency and documented for future assessment and potential advancement in certification level.

Not all classifiers attending training or working as classifiers at an event who are eligible for advancement in certification are guaranteed to receive that certification level. Even though the classifier may meet the recommended criteria to move forward, there may be identified areas of weakness that require further development in order to demonstrate proficiency in the competencies necessary to obtain certification at the higher level. The classifier will be notified of the pathway to further develop these competencies and the requirements to maintain and/or advance certification.

- It is the responsibility of this classifier to formulate an action plan as to how to improve these areas requiring further development. Classifiers may receive assistance in developing this plan from their respective Head Classifier.

10.7 Retraining and Recertification

If inactive nationally for a four-year period the classifier must develop an action plan with his/her respective Sectional Head Classifier or USQRA Head of Classification for re-certification to the previous level. This plan of action is subject to the approval of the USQRA Head of Classification.

10.8 Classifier Code of Conduct

10.8.1 General Principles

The role of the classifier is to act as an impartial evaluator in determining an athlete's sport class and sport class status. The integrity of classification in Wheelchair Rugby rests on the professional and ethical conduct and behaviour of each individual classifier.

10.8.2 Classifier Compliance

All classification personnel must sign and adhere to the USQRA Code of Ethics (see Appendix J), indicating an agreement to act in a professional manner according to a set of guidelines for professional conduct and behaviour.

Classifiers should:

- Value and respect the athletes and athlete support personnel; and work together with athletes and athlete support personnel with understanding, patience, and dignity.
- Be courteous, objective, honest and impartial in performing classification duties for all athletes, regardless of team affiliation or geographic origin.
- Accept responsibility for all actions and decisions taken and be open to discussion and interaction with athletes and athlete support personnel in accordance with the classification rules for athlete evaluation, protests and appeals, and rules for the tournament or competition.
- Perform classification duties and related responsibilities while not being under the influence of alcohol or illegal substances.
- Maintain confidentiality of athlete information whenever possible, according to the classification rules for athlete evaluation and protests and appeals.
- Classifiers should respect the classification rules.
 - Understand the theory and practice of the classification rules and assist athletes and athlete support personnel in learning and understanding the classification rules.
- Accurately and honestly represent their qualifications and abilities when applying for training and certification and when accepting classification appointments at competitions.
- Perform duties without yielding to any economic, political, sporting or human pressure.
- Recognize that anything that may lead to a *Conflict of Interest*, either real or apparent, must be avoided.
 - Disclose any relationship with a team, athlete, or athlete support personnel that would otherwise constitute a conflict of interest.
- Seek self-development through study of the sport, classification rules, and mentoring less-experienced classifiers and classifier trainees.
- Classifiers should respect their colleagues and:

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- Treat all classification discussions with colleagues related to athletes as confidential information.
 - Explain and justify decisions without showing anger or resentment.
 - Treat colleagues with professional dignity and courtesy, recognizing that it is inappropriate to criticize other classifiers or officials in public.
 - Publicly and privately respect the decisions and decision-making process of other classifiers and officials, whether or not in agreement.
 - Share theoretical, technical and practical knowledge, skills and expertise with less experienced classifiers and classifier trainees.

10.8.3 Consequences of Non-Compliance

Classifiers must acknowledge and accept that disciplinary action against them may include a variety of sanctions from verbal or written reprimand to revoking their certification as a classifier in Wheelchair Rugby.

11 Administration and Development

The *USQRA Classification Committee* is the group responsible for the administrative and development duties related to international classification.

The duties of the *USQRA Classification Committee* include evaluation and revision of classification rules, and policy and procedures related to athlete evaluation and protests, classifier certification and training and other related administration of classification within the structure of the USQRA.

The *USQRA Classification Committee* shall be composed of the USQRA Head of Classification (Classification Chairperson) who serves as Chairperson, secretary, treasurer, the Alphabetist/Database Administrator, and the Training and Certification Officer (Appendix G *USQRA Classification Committee Structure and Members*).

In addition to the above members, the *USQRA Classification Committee* may select an athlete to serve as a player classification representative (PCB) in an advisory capacity. This individual may be utilised for his/her perspective as an athlete, or former athlete, in the sport with experience in situations such as athlete evaluation, protests, evaluation of classification rules and development of new classification rules, and/or policies and procedures related to classification.

11.1 Head of Classification (Chairperson)

Job Description: To head the USQRA Classification committee. Included in this are:

- Coordinate classification panels for season and post season wheelchair rugby tournaments-including assigning chief classifiers.

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- Obtain official team rosters from USQRA after Oct. 31 deadline and determine which tournaments are most beneficial to the USQRA to staff with a classification panel
 - Communicate with Classification Sectional Representatives to assist with section organization.

Term length: Four years, with the first year overlapping with the previous chairperson and the fourth year of the term to overlap with the incoming chairperson. Both overlapping periods are to assist in continuity of communication, as well as the mentoring for a smooth transition within the classification committee and the USQRA.

11.2 Treasurer

Job Description: To maintain the bank account for the USQRA Classification Committee. The USQRA Classification Treasurer should interact with the USQRA treasurer as needed and assist with tax information. He/she should receive and distribute money to the classifiers as indicated.

Term Length: Indefinite*

11.3 Secretary

Job Description: To take minutes at the Classification annual meeting and communicate with the classification committee as necessary.

- Collect minutes from all classification meetings within one month of the meeting date.

Term Length: Indefinite*

11.4 Alpha List/Database Administrator

Job Description: To maintain and update the USQRA Classification database and alpha list. Both of these documents contain classification information about each athlete classified in the US. The database is a compilation of classification forms. The alpha list is an alphabetized list of all athletes in the US as well as international athletes with a summary of their classification data. This individual works with the chairperson to identify US athletes, by team, who need to be classified prior to post season or during post season. This person is also in charge of keeping the classifier list updated as new classifiers join the committee.

- In consultation with Sectional? Head Classifiers, prepare a comprehensive master list annually and submit to the Head of Classification and/or the Executive Board as requested.
- Make amendments and improvements to the database as required.

Provide appropriate reports from the database on request, including tournament summaries for the USQRA Commissioner to put on the website

Term Length: Indefinite*

11.5 Sectional Head Classifier

Job Description: The USQRA is divided into four geographic sections. A head of each section is appointed to help coordinate panels with the Head of Classification (Classification Chairperson). This individual is also in charge of communication with the teams in the Section to help answer questions and concerns. Each Section Head should be charge a level 3 or 4 classifier, living in that region,

Term Length: Indefinite*

*All indefinite positions to be addressed at the annual meeting to make sure the person is still interested in the job

11.6 Player Classification Representative (PCB) Duties

- The Player Classification Representative, or the Player Classification Board Member (PCB), serves on the USQRA Classification Committee in an advisory capacity for all areas relating to the status of classification in the sport; including classification rules development, direction, implementation and evaluation.
- Liaise with athletes and provide explanations, when required, regarding classification matters and issues.
- Further develop knowledge of classification rules through attendance at classification workshops and through involvement in local, national and international classification.
- Act as Player Classification Representative (PCB) at USQRA local, Sectional, and National tournaments, if in attendance. If this individual is not attending, then another athlete or former athlete will be appointed to fulfil the duties of PCB at the event.

12 Tournament Classification Administration

To award a sport class and sport class status to an athlete at a competition, the classification panel must include three classifiers, with the composition of the classification panel depending on the type of tournament.

12.1 Classification Panel Requirements

To award an USQRA sport class and sport class status to an athlete, the criteria for a USQRA classification panel must be met.

12.1.1 Post Season Tournaments

- These tournaments include Regionals, Sectionals and Nationals (Di & DII)
- Panel Requirements:
 - Minimum of one panel with three classifiers
 - All levels of classifiers may participate

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- Two level 4 classifiers should be present-this will be attempted to be fulfilled to our utmost ability.

12.1.2 Invitational Tournaments

- These tournaments include all tournaments hosted by individual teams. Teams that attend these tournaments are usually teams from the same or adjacent regions.
- Panel Requirements
 - Panel of three classifiers
 - All levels of classifiers may participate
 - A level 4 classifier should be present; a level 3 classifier may be a head classifier.

The goal of the USQRA classification committee is to provide classification at a tournament in every USQRA section prior to post season. This allows as many athletes prior to post season to obtain a USQRA sport class.

12.2 Pre-Competition Tasks

The USQRA Head of Classification appoints the Chief Classifier for the competition and provides the local organizing committee with the Chief Classifier contact details at least three months prior to the event or as soon as logistically possible.

12.2.1 Chief Classifier Tasks 1-2 Months Prior to Competition

- Work with USQRA and local organizing committee to provide facilities and support infrastructure for classification.
- Identify and confirm classification panel members.
- Notify tournament director and/or local organizing committee of classifiers selected, provide contact information, and ensure the tournament director and/or designee makes arrangements for travel to and from the competition in accordance with date and time for beginning of the classification evaluation period.
- Liaison with USQRA, tournament director and/or organizing committee for collecting all Team and athlete entries well in advance of competition dates.
- Contact USQRA Database Administrator for identification of athletes for evaluation and any necessary documentation and data for classification.
- Crosscheck athlete entry event information with classification master list and database to verify sport class and sport class status.
- Identify athletes requiring athlete evaluation during the classification evaluation period.
 - Athletes with N and R sport class.
 - Athletes with "NEW" sport class
 - Athletes requiring 2nd or 3rd 3 year recheck for sport class.
 - Athletes under protest.
- Establish date and time for classification evaluation period and provide team representatives and tournament director with the following:

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- Athlete evaluation schedule for distribution to competing teams.
 - Provide access to written USQRA classification rules and any specific competition rules related to classification for the local organizing committee and participating nations/teams.
 - Notify tournament director and/or local organizing committee liaison of facilities and support for classifiers and to conduct classification including:
 - Facilities and venue for athlete evaluation, such as classification room or rooms reserved for entire tournament, appropriate signage and directions to the classification area.
 - Facilities and venue for administration of classification.
 - Facilities and venue for classifier training, if scheduled.
 - Equipment Needs and Technology Support:
 - Bench or table/plinths,
 - Floor mats,
 - Wheelchair Rugby balls, and
 - Office equipment, such as access to copier, paper, pens, marking pens.
 - Presentation equipment for training sessions, such as projector/beamer, writing pads, marking pens.
 - Accommodation and meals for classifiers.
 - Event transportation including:
 - Transportation to and from airport/train station to hotel and
 - Local transportation to and from competition venue.
 - Collect classification documentation.
 - Notify the Database Administrator of the teams attending the tournament, and request most recent classification information for all players on all teams.
 - Advise teams and athletes of any supportive classification documentation that athletes should bring. This documentation may include:
 - Zone or international classification documents and/or
 - Medical documentation, written clearly in English, of the athlete's impairment, particularly if the athlete's impairment is a result of an uncommon or rare condition.
 - Organize USQRA classification cards and materials to make classification cards.

12.2.2 Chief Classifier Tasks 4 Weeks Prior to Competition

- Chief Classifier should send classification rules and related classification information to the local organizing committee for distribution to all team managers including athlete responsibilities, protest procedures, protest forms and any other changes in classification rules relevant for the specific tournament such as time limits for protests, when changes in class will occur, and when pool play or round robin play will end.
- Request final tournament roster from tournament director, confirm names and uniform number of athletes requiring evaluation, as well as those under review by cross referencing rosters, the database and/or master list.
- Prepare written classification schedule and establish specific times for teams and individual athletes. Be sure scheduled times for athlete evaluation

correspond realistically with team travel arrangements, training and match play schedule.

- The Chief Classifier has the right to determine the number of athletes that can reasonably be accommodated at a tournament and to prioritize athletes for classification.
- Provide copy of classification schedule and any other relevant information for classification to tournament director to disseminate to all competing teams/nations.
- Finalize athlete sport class and sport class status for athletes attending competition.
- Contact all classifiers to confirm attendance and inform travel arrangements, accommodations and transportation and classification schedules.

12.2.3 Chief Classifier Tasks 1 Week Prior to Competition

- Make copies of forms, gather classification cards and prepare other office materials needed for classification.
- Make final communications with classification panel members and local organizing committee as necessary prior to departure for the competition.

12.3 Chief Classifier Duties during Competition

- Review classification cards for all athletes at the tournament to ensure sport class and sport class status are correct and that classification cards are legible and in good condition, as time allows.
 - The coach or designated Team Representative may be requested to bring all classification cards for review and updating during a team's scheduled classification evaluation period.
 - If review is not possible during the classification evaluation period, the Chief Classifier may request the cards be produced as soon as possible.
 - Classification cards may be examined at the scorer's table during competition.
- Missing, incorrect or damaged classification cards must be replaced, with appropriate fee assessed.
- Classification cards must be changed or a new card issued if there is a change in sport class. If there is a change in sport class requiring a new classification card, there is no charge for a new classification card.
- Sport class status is not written on the classification card.
 - *Exception:* Players with a Permanent Sport Class should have a "P" written next to their sport class on their respective card, i.e. 2.0P
 - Sport class status is recorded on the written classification report and maintained in the athlete database.
- After completion of the bench test and functional test portion of athlete evaluation and initial allocation of sport class and sport class status, the Chief Classifier or a member of the classification panel shall inform the athlete of initial sport class (entry sport class allocation).
- At the end of each classification evaluation session, daily or as soon as is logistically possible, the Chief Classifier posts written results in a central

location and/or provides the local organizing committee with a written list of sport class and sport class status of all athletes for distribution to each team.

- Following observation assessment and confirmation of the athlete's sport class, the Chief Classifier or a member of the classification panel shall inform the athlete and/or team representative and the local organizing committee of the decision as soon as is logistically possible.
- Make any necessary changes to the athlete's classification card and notify the Head referee of any relevant changes in sport class.
- Provide a written list of sport class and sport class status of all athletes to the local organizing committee for distribution to all teams as the competition evaluation sessions for on-court observation are concluded each day.
- Post final results and give final written list of sport class and sport class status to USQRA.

12.4 Post Competition Tasks

12.4.1 Post-Competition Report

- The Chief Classifier shall complete and forward a post-competition report to the USQRA Head of Classification within 10 days of the end of the tournament.
 - The report should consist of an inclusive list of sport class and sport class status of all athletes classified, reviewed and protested, comments and recommendations regarding event management to share with the local organizing committee and the USQRA, minutes from classifier meetings; classifier training and certification report.

12.4.2 Update Database and Master List

- The Chief Classifier must communicate with the Database Administrator and/or Head of Classification to ensure that the classification forms are sent to the Database Administrator and the database and master list are updated.

12.4.3 Financials

- All classificatin money should be sent in to treasurer in a timely manner.

12.4.4 Post Competition Protest Paperwork

- If the classification decision is in favor of the protesting party, the classifier will refund the fee to the athlete/coach/team filing the protest. The refunding of the fee will be noted on the player's classification protest form and filed with the tournament's final report.
- If there is no change in the classification, the fee is forwarded to the USQRA classification treasurer.
- The head classifier will ensure that anonymity is maintained
- The protest form will be completed in its entirety and forwarded to the USQRA Head of Classification and Database administrator.

13 Classification Documentation

13.1 Classification Forms

The USQRA classification form is used for recording athlete evaluation results and allocation of sport class and sport class status. There are additional forms used by classifiers including:

- USQRA Classification Form (Appendix B)
- Protest Form (Appendix C)
- Hand Function Test Score Sheet (Appendix D)
- Tournament Classification Report (Appendix E)
- Release of Information Form (Appendix M)
- Classification Consent Form (Appendix O)

13.2 Classifier Training and Certification Documentation

There are a number of forms used by classifiers for documenting classifier training and certification including:

- Classifier Certification Form and Development Plan (Appendix H)
- USQRA Classifier Application Form (Appendix I)
- USQRA Classifier Code of Ethics (Appendix J)
- Classification Logbook (Appendix K)

14 Glossary*

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| Ability | A quality or state of being able to perform. |
| Activity Limitation | Difficulties an individual may have in executing activities, such as walking, transferring or pushing a wheelchair. Activities relevant to tasks in Wheelchair Rugby, such as ball and chair activities are observed in athlete evaluation and factor in the allocation of sport class. |
| Athlete | Any person who participates in sport. |
| Athlete Evaluation | The process by which an athlete is assessed in accordance with the IWRP classification rules. Athlete evaluation in Wheelchair Rugby includes physical assessment (bench tests), technical assessment (functional movement tests), and observation assessment (on-court observation); resulting in allocation of sport class and sport class status. |
| Athlete Support Personnel | Any coach, trainer, manager, interpreter, agent, team staff, official, medical or para-medical personnel working with or treating athletes participating in or preparing for training and/or competition. |
| Bench Test | Part of athlete evaluation conducted by internationally certified classifiers as part of the process of determining the sport class for Wheelchair Rugby that includes medical history and surgeries, diagnosis, sensation, spasticity, range of motion, and manual muscle tests. Also, referred to as physical assessment. |
| USQRA Chief Classifier | The USQRA certified classifier responsible for all direction, administration, coordination, and implementation of classification matters for a specified competition. Originally termed the Head Classifier of a tournament. |
| Classification | A structure for competition to ensure that an athlete's impairment is relevant to sport performance and to ensure that the athlete competes equitably with other athletes. |
| Classification Appeal | The process to resolve procedural disputes concerning classification. |
| Classification Evaluation Period | The period of time when athlete evaluation takes place prior and during tournament play, including bench test, functional tests and on court observation. May also include observation in training/practice. |

* Many of these terms are defined according to the IPC Classification Code guidelines.

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| Classification Panel | A group of classifiers, appointed by the USQRA Classification Committee or Head of Classification, to determine the sport class and sport class status in accordance with the USQRA classification rules. The classification panel must include at least three classifiers, depending on the tournament and type of panel necessary to allocate sport class and sport class status. |
| Classification Protest | The procedure by which a formal objection to an athlete's sport class and/or sport class status is lodged and subsequently resolved. |
| Classification Rules | The policies, procedures, protocols and descriptions that are in connection with athlete evaluation and the grouping of athletes for competition in Wheelchair Rugby. |
| Classifier | A person authorized as an official by the USQRA to evaluate athletes as a member of a classification panel. |
| Competition Evaluation Period | The period of time when observation of the athlete on court during competition takes place to confirm the athlete's sport class. |
| Conflict of Interest | A conflict of interest will arise when a pre-existing personal or professional relationship suggests the possibility of that relationship affecting the classifier's ability to make an objective decision or assessment. |
| Diagnosis | A process of identifying a medical condition or disease by its signs, symptoms, and various diagnostic procedures. |
| Eligibility | To compete in Wheelchair Rugby, an athlete must display impairment and associated activity limitation that is expected of a person with tetraplegia or equivalent impairment. Also referred to as Minimal Eligibility, Minimal Handicap or Minimum Disability. |
| Exceptional Circumstances | Exceptional Circumstances arise if the USQRA Head of Classification and/or Chief Classifier believe that an athlete's sport class no longer reflects that athlete's ability to compete equitably within the sport class. |
| Functional Movement Tests | The portion of athlete evaluation where tasks specific to Wheelchair Rugby are observed, including various ball and chair skills. These tasks are observed under a variety of conditions and may also be observed during training and competition in a challenged situation. Also, referred to functional skills tests and technical assessment. |

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| General Classification | Classification rules where athletes are evaluated and assessed based only on their diagnosis or condition and degree of impairment. The original classification rules for Wheelchair Rugby included only medical testing. In 1991, the classification rules were expanded to include assessment of tasks specific to Wheelchair Rugby. Also referred to as Medical Classification. |
| Hand Function Tests | A series of nine different tests used to assess the small muscles of the hand, particularly finger and thumb function. |
| Head of Classification | A classifier responsible for all direction, administration, coordination and implementation of classification matters for Wheelchair Rugby. Also known as the Classification Commissioner. |
| Impairment | Problems in body function or structure such as significant loss or deviation, for example, weakness or loss of range of motion. |
| USQRA Classification Committee | A group of classifiers responsible for administrative and development duties related to classification of Wheelchair Rugby in the United States. Specifically, these tasks include classification rules, classification policy and procedures, classifier recruitment and development, classifier training and accreditation and overall administration of USQRA classification. The Committee is directly associated with the USQRA Executive Board and consists of the USQRA Head of Classification, Head Classifiers from the four geographic sections and other officers. |
| Normal Trunk | A normal trunk in Wheelchair Rugby is defined as symmetrical trunk function in all three planes on a stable pelvis. |
| Paraplegia | Weakness or paralysis affecting the legs, and in many cases, the trunk; most commonly due to injury to the thoracic or lumbar spine. Athletes with paraplegia or who have paraplegic-equivalent impairment are not eligible to play Wheelchair Rugby. |
| Permanent Condition | A health condition, impairment or related activity limitation that is unlikely to be resolved, meaning the principle effects are life-long. |
| Quadriplegia | Weakness or paralysis affecting all four limbs, most commonly due to spinal cord injury involving the neck. Also referred to as tetraplegia. Athletes in Wheelchair Rugby |

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| | <p>must have combinations of trunk, upper and lower extremity impairment consistent with quadriplegia to be eligible to participate.</p> |
| Sport Class | <p>Athletes in Wheelchair Rugby are categorized by reference to an activity limitation resulting from tetraplegia or tetra-equivalent impairment. There are seven sport classes ranging from 0.5-3.5; the higher numbers intended for those athletes that have higher ability and the lower numbers for those athletes with less ability in the specific sport tasks.</p> |
| Sport Class Status | <p>A category allocated to indicate evaluation requirements and protest opportunities. In international Wheelchair Rugby, there are three sport class status designations: N = new, R = review and P = permanent.</p> |
| Sport-Focused Classification | <p>A classification system where athletes are examined and assessed including the specific tasks required for the sport, for example, wheelchair propulsion and handling tasks and ball tasks. Also referred to as Functional Classification.</p> |
| Tetraplegia | <p>Refers to weakness or paralysis affecting all four limbs, most commonly due to spinal cord injury involving the neck. Also referred to as quadriplegia. Athletes in Wheelchair Rugby must have combinations of trunk, upper and lower extremity impairment consistent with tetraplegia to be eligible to participate.</p> |
| Tetraplegic-equivalent impairment | <p>Refers to weakness, paralysis or related impairments affecting a combination of the trunk, upper and lower extremities. Also referred to as tetra-equivalent impairment.</p> |

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2008 IWRF CLASSIFICATION MANUAL

16 APPENDICES

The following appendices contain administrative forms, documentation and information related to classification and the classification process; the structure of the USQRA Classification Committee; and recruitment, training and certification of classifiers.

Appendix A Sport Class Allocation Pathway

Appendix B USQRA Classification Form

Appendix C USQRA Classification Protest Form

Appendix D Hand Function Test Score Sheet

Appendix E USQRA Tournament Classification Report

Appendix F Characteristics for Wheelchair Rugby Classes

Appendix G USQRA Classification Committee Structure and Members

Appendix H Classifier Certification Form and Certification Development Plan

Appendix I USQRA Classifier Application Form

Appendix J USQRA Classifier Code of Ethics:

Appendix K: Classification Logbook

Appendix L Protest Procedure for Ineligible Athlete

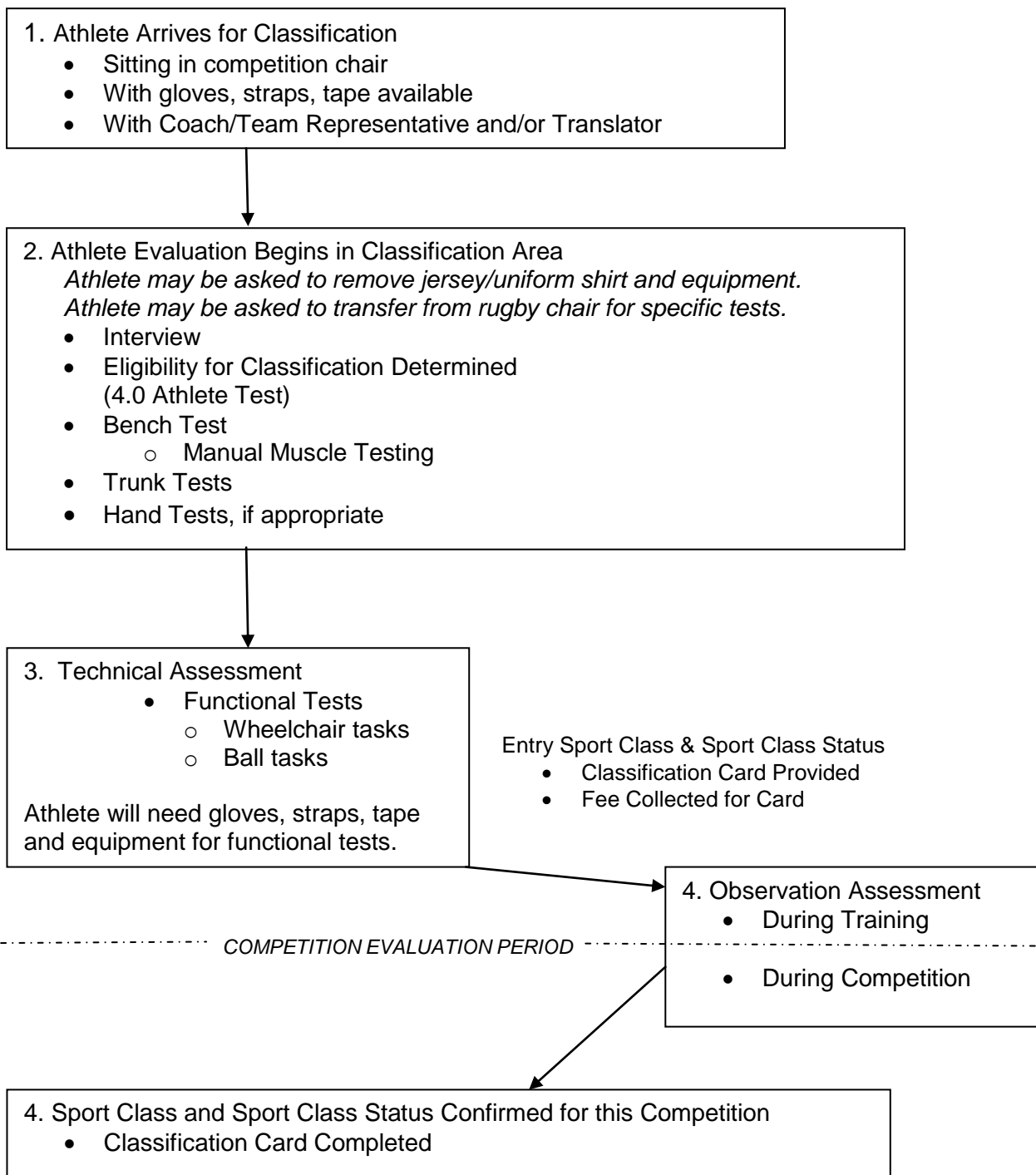
Appendix M Release of Information Form

Appendix N Template for Receipts

Appendix O USQRA Consent for Classification Form

Appendix A Sport Class Allocation Pathway

----- CLASSIFICATION EVALUATION PERIOD -----



Appendix B Classification Form

| CLASSIFICATION FORM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Name (last) | <input type="text"/> | Team/No | <input type="text"/> | Class | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name (first) | <input type="text"/> | Country | <input type="text"/> | DOB | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Diagnosis | <input type="text"/> | Level of Injury | <input type="text"/> | Onset | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Prior Rugby Class | <input type="text"/> | Experience since | <input type="text"/> | Active | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Class for other sports | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Manual Muscle Test (0-5) | | | General Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dominance (Right or Left) <input type="text"/> <div style="display: flex; justify-content: space-around;"> Right Left </div> | | | Examined in Playing Chair? <input type="checkbox"/> Strapping <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Deltoid</td><td style="width: 5%;"><input type="text"/></td><td style="width: 5%;"><input type="text"/></td></tr> <tr><td>Pectoralis Sternal</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Pectoralis Clavicular</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Latisimus</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Serratus</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Internal Rotation</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>External Rotation</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Biceps</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Triceps</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Wrist Extension</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Radial Devialton</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Ulnar Devialton</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Wrist Flexion</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Finger Extension</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Finger Flexion</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Interossei</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Thumb abduction</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Thumb adduction</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Thumb extension</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Thumb flexion</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Thumb opposition</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Upper Externity Totals:</td><td><input type="text"/></td><td><input type="text"/></td></tr> </table> | | | Deltoid | <input type="text"/> | <input type="text"/> | Pectoralis Sternal | <input type="text"/> | <input type="text"/> | Pectoralis Clavicular | <input type="text"/> | <input type="text"/> | Latisimus | <input type="text"/> | <input type="text"/> | Serratus | <input type="text"/> | <input type="text"/> | Internal Rotation | <input type="text"/> | <input type="text"/> | External Rotation | <input type="text"/> | <input type="text"/> | Biceps | <input type="text"/> | <input type="text"/> | Triceps | <input type="text"/> | <input type="text"/> | Wrist Extension | <input type="text"/> | <input type="text"/> | Radial Devialton | <input type="text"/> | <input type="text"/> | Ulnar Devialton | <input type="text"/> | <input type="text"/> | Wrist Flexion | <input type="text"/> | <input type="text"/> | Finger Extension | <input type="text"/> | <input type="text"/> | Finger Flexion | <input type="text"/> | <input type="text"/> | Interossei | <input type="text"/> | <input type="text"/> | Thumb abduction | <input type="text"/> | <input type="text"/> | Thumb adduction | <input type="text"/> | <input type="text"/> | Thumb extension | <input type="text"/> | <input type="text"/> | Thumb flexion | <input type="text"/> | <input type="text"/> | Thumb opposition | <input type="text"/> | <input type="text"/> | Upper Externity Totals: | <input type="text"/> | <input type="text"/> | Belly Binder <input type="checkbox"/> Hip Belt <input type="checkbox"/> Knee Strap <input type="checkbox"/> Foot Strap <input type="checkbox"/> Spinal Deformity <input type="text"/> Contractures <input type="text"/> Operations <input type="text"/> Spasticity <input type="text"/> Ability to Stand <input type="text"/> Ability to Ambulate <input type="text"/> Sensory Level <input type="text"/> | | |
| Deltoid | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pectoralis Sternal | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pectoralis Clavicular | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Latisimus | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Serratus | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Internal Rotation | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| External Rotation | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Biceps | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Triceps | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Wrist Extension | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Finger Extension | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Finger Flexion | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Interossei | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thumb abduction | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thumb adduction | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Thumb flexion | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thumb opposition | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Upper Externity Totals: | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Trunk Test | | | Hand Test | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Forward Flexion Test <input type="text"/> Rotation/Lateral Reach Test <input type="text"/> Visualization of LE Function <input type="text"/> Trunk Total: <input type="text"/> | | | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td></tr> <tr><td>Observation of Hand</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Piano Playing</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Lumbrical Position</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Claw Hand</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Make O's</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Pick-up coins</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Paper between fingers</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Ball from palm to fingertips</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Ball up side of wheel</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Hand Totals:</td><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td>Hand Classes:</td><td><input type="text"/></td><td><input type="text"/></td></tr> </table> | | | | | | Observation of Hand | <input type="text"/> | <input type="text"/> | Piano Playing | <input type="text"/> | <input type="text"/> | Lumbrical Position | <input type="text"/> | <input type="text"/> | Claw Hand | <input type="text"/> | <input type="text"/> | Make O's | <input type="text"/> | <input type="text"/> | Pick-up coins | <input type="text"/> | <input type="text"/> | Paper between fingers | <input type="text"/> | <input type="text"/> | Ball from palm to fingertips | <input type="text"/> | <input type="text"/> | Ball up side of wheel | <input type="text"/> | <input type="text"/> | Hand Totals: | <input type="text"/> | <input type="text"/> | Hand Classes: | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Observation of Hand | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Piano Playing | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lumbrical Position | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Claw Hand | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Make O's | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pick-up coins | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Paper between fingers | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ball from palm to fingertips | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ball up side of wheel | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hand Totals: | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hand Classes: | <input type="text"/> | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Right UE <input type="text"/> + Left UE <input type="text"/> = Total UE <input type="text"/> / 2 = <input type="text"/> + TRUNK <input type="text"/> = Total Class <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Remarks <div style="border: 1px solid black; height: 50px; width: 100%;"></div> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Classified By <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date 1 | <input type="text"/> | Location 1 | <input type="text"/> | Date 2 | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date 3 | <input type="text"/> | Location 3 | <input type="text"/> | Date 4 | <input type="text"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Appendix C USQRA Classification Protest Form

Date: _____ Time: _____
Athlete Being Protested: _____
Protested athlete's team affiliation: _____
Current Classification
Circle one of the following: 0.5 1.0 1.5 2.0 2.5 3.0 3.5
Reason(s) for protest (use additional paper if necessary) _____

Please enclose \$50.00 protest fee with completed form to Head Classifier. Checks payable to USQRA Classification Committee

* If protest is filed at a Regional Tournament or at nationals, please return the form with fee to the Head Classifier for the tournament.

** Protest fee will be refunded if protest is ruled in favor of individual/team protesting

Office Use Only

Has this player been protested before? Yes No If yes, Date:

Classification Panel:

Original Classification Date: _____

Current Protest Date: _____

Classification Panel:

Classification Panel:

- 1. Head Classifier
- 2. Classifier
- 3. Classifier

- 1. Head Classifier
- 2. Classifier
- 3. Classifier
- PCB Representative
- EBM Representative

Classification Ruling: Stands (Classification: _____)

Overtured (Classification: _____)

Reasons:

Fee Status: _____ Returned to protester _____/_____/_____
 _____ Returned to classification committee

Name of person filing protest: _____

Signature: _____

Street Address: _____

City, State, Zip Code: _____

Protest Procedure Checklist

1. Did you crosscheck Alpha list and most recent classification form to confirm current classification? If protest is from another region; or Regional Classification Rep. is not present, did you consult with appropriate Regional Rep. prior to protest?
2. Did you collect \$50 and completed protest form prior to initiating protest?
3. Is a full panel present, consisting of 3 classifiers with one level 4, an EB Rep and a PCB rep? Are the classifiers equivalent to, or greater than, the previous panel classifying this athlete under protest, or his/her team?
4. Have any of the classifiers classed this athlete previously, and if so, were all parties notified and given the option to postpone protest until a new panel is available, if reasonable?
5. Has anyone been allowed to be present, or informed of protest inappropriately (i.e. was anonymity of protestor maintained and did panel maintain confidentiality of protest)?
6. Is player in playing chair, strapped, gloved and taped?
7. Have all parties been given equal and reasonable opportunity to state their concerns?
8. Is there any question of alcohol or drug abuse? Is there a question of whether full effort was given?
9. Are there any other temporary conditions, such as acute or subacute injury, which might alter performance?
10. Have EB and PCB Reps been notified of decision prior to notification of athlete and coach? Are all appropriate parties present during notification?
11. Has all follow-up paperwork been completed and filed, including letter of ineligibility, if appropriate?

Appendix D Hand Function Test Score Sheet

HAND FUNCTION TEST SCORE SHEET

SCORES 1-8 points= 3.0 hand

8.5-9 points = 4.0 hand

At top of the classification form circle the athlete's dominant hand

| NAME | DATE | | DATE | | DATE | |
|---------------------------------------|------|---|------|---|------|---|
| | | | | | | |
| | R | L | R | L | R | L |
| 1. Observation hands | | | | | | |
| 2. Playing the piano | | | | | | |
| 3. Lumbrical position + paper | | | | | | |
| 4. Claw hands | | | | | | |
| 5. Making O's + resistance | | | | | | |
| 6. Pick up coins from table | | | | | | |
| 7. Pinch a piece of paper (adduction) | | | | | | |
| 8. Ball on finger tips + flat | | | | | | |
| 9. Rims the ball + pick up | | | | | | |
| TOTAL SCORE | | | | | | |
| CONCLUSION | | | | | | |
| CLASSIFIERS | | | | | | |
| LOCATION | | | | | | |

Appendix E Tournament Classification Reports

USQRA Tournament Classification Schedule/Report

Tournament: _____ Classifiers/Level _____

Location: _____

Date: _____

All players listed below must report to the classification room, as scheduled, in their playing chair. If there is a conflict with any of the scheduled times notify the classifiers immediately. Any player not showing for classification on time may be rescheduled at the classifiers' convenience, and will not be allowed to participate in tournament play until classified.

Any player perceived as not giving full effort, voluntarily, or through the effects of drugs or alcohol will be asked to leave without receiving classification, such players might be rescheduled in attempt to obtain full effort, at the discretion of the classifiers.

Players have the right to request the presence of a PCB Member Player Representative present during testing. Coaches and other players are not permitted to be present during the classification procedure.

Classification Room: _____

Classification Date(s): _____

USQRA Tournament Classification Schedule/Report

Tournament: _____

| | Player | Country Team | Classif. Time | Pre-Tourn | Post-Tourn | Comments |
|----|--------|--------------|---------------|-----------|------------|----------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |
| 12 | | | | | | |
| 13 | | | | | | |
| 14 | | | | | | |
| 15 | | | | | | |
| 16 | | | | | | |
| 17 | | | | | | |
| 18 | | | | | | |
| 19 | | | | | | |
| 20 | | | | | | |
| 21 | | | | | | |
| 22 | | | | | | |
| 23 | | | | | | |
| 24 | | | | | | |
| 25 | | | | | | |
| 26 | | | | | | |
| 27 | | | | | | |
| 28 | | | | | | |

USQRA Tournament Classification Schedule/Report

Players listed below will be/were reviewed during tournament play during this tournament . These players do not need to report to the classification room.

Classifications:

| Player | Team | Classif. Time | Pre- Tourney | Post- Tourney | Comments |
|--------|-------|------------------|-----------------|------------------|----------|
| 1. | _____ | _____ | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ | _____ | _____ |

The following players were protested during this tournament:

| Player | Team | Pre-Protest Class | Final Class |
|--------|-------|-------------------|-------------|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |

The following players will remain in review for the next tournament:

| Player | Justification |
|--------|---------------|
| 1. | _____ |
| 2. | _____ |
| 3. | _____ |
| 4. | _____ |
| 5. | _____ |

Comments

Submitted by:

Date:

Appendix F Characteristics of Sport Classes

The following table includes examples of court roles, ball and chair handling tasks for each of the seven Wheelchair Rugby sport classes. These are not complete class profiles and do not include all possible characteristics. These are examples to help classifiers train in the observation assessment.

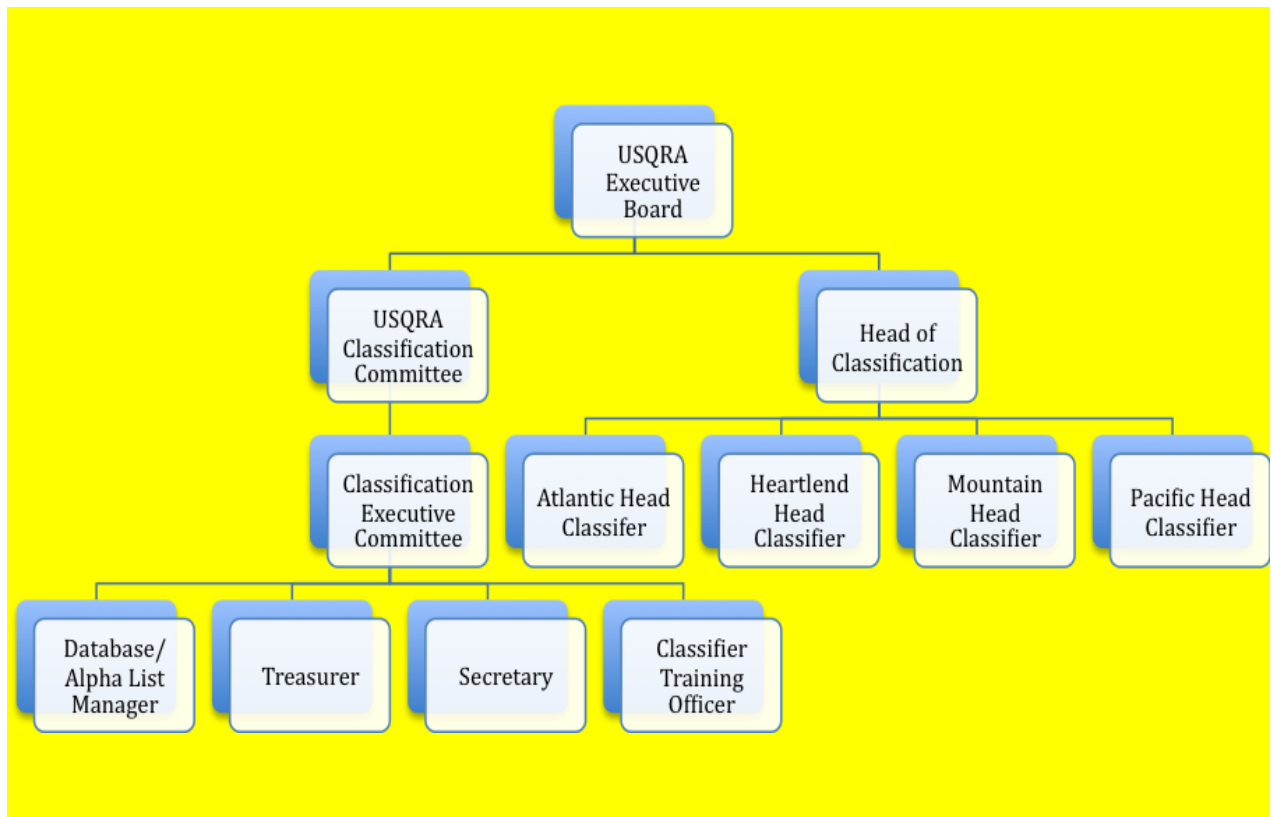
Examples of Functional Characteristics for Wheelchair Rugby Classes

| Class | Typical On Court Role | Chair Skills/Function | Ball Skills/Function |
|------------|--|---|--|
| 0.5 | Main role is as blocker, not a major ball handler | <ul style="list-style-type: none"> • Because of extensive proximal shoulder weakness and lack of triceps function forward head bob present when pushing • Because of lack of triceps, pulls on back part of the wheel for push stroke using biceps by bending elbows; elbows are also out to side when pushing (called an “unopposed biceps push”) • Because of wrist extensor weakness and lack of other wrist and hand function, may use forearm on wheel for starts, turns and stops | <ul style="list-style-type: none"> ▪ Because of proximal shoulder weakness, arm and wrist weakness, traps direct passes on lap or bats it in from limited range ▪ Bats ball using “underhand volleyball pass” for longer range pass or for shorter range pass uses “scoop pass” with the ball forward to the side uses a two-hand toss |
| 1.0 | Blocker, may in-bound ball, not a major ball handler | <ul style="list-style-type: none"> ▪ Because of proximal shoulder weakness and triceps weakness, may have slight head bob when pushing, but has a longer push on wheel (combination of push and pull on back part of wheel) ▪ Because of increased strength in upper chest and shoulders, multidirectional start, stop and turn (Can turn in all directions without stopping; easier and faster turning than 0.5 athlete; but because of triceps and wrist weakness, 1.0 athlete may still use forearm) | <ul style="list-style-type: none"> ▪ Forearm or wrist catch ▪ Weak chest pass or forearm pass |

| Class | Typical On Court Role | Chair Skills/Function | Ball Skills/Function |
|--------------|---|---|--|
| 1.5 | Excellent blocker and also may be occasional ball handler | <ul style="list-style-type: none"> Increased shoulder strength and stability allows for more effective and efficient pushing (including starts and stops) and ball handling skills | <ul style="list-style-type: none"> Increased shoulder strength and stability allows for increased pushing speed, ability to hold ball out in front of chair and increased distance and consistency to chest pass Typically has wrist imbalance that causes limited ball security when passing May have asymmetry present in arms. If so, predominantly uses the stronger arm for chair and ball skills Has ability to perform a one handed pass but with poor control, accuracy and distance—rarely see on court during challenge but may test during classification. If used, more often used for in-bounding |
| 2.0 | Increasing role on court as ball handler | <ul style="list-style-type: none"> Typically has very strong and stable shoulder that allows for excellent quick stops and starts and good pushing speed on court | <ul style="list-style-type: none"> Effective chest pass with control over moderate distance Because of lack of finger flexion, there is limited ball security against defence during passing Can hold the ball with wrists firmly, but does not have hand function. Weak one-hand overhead pass with limited control and distance (occasionally see on court during challenge, but may test during classification) |

| Class | Typical On Court Role | Chair Skills/Function | Ball Skills/Function |
|--------------|--|---|--|
| 2.5 | Ball handler and fairly fast playmaker | <ul style="list-style-type: none"> ▪ Because of excellent shoulder strength and stability will see good pushing speed on court ▪ Functional grip is used to advantage on the push rim when challenged ▪ May have some trunk control giving better stability in the chair | <ul style="list-style-type: none"> ▪ Reasonably balanced finger flexion and extension without true grasp and release ▪ Dribbles the ball safely, but supinates forearm to scoop the ball onto the lap. ▪ Due to finger flexion strength capable of performing one-handed overhead pass, but limited accuracy and distance because of imbalance in finger strength ▪ Safe two handed catching of passes, usually scooping ball to lap. May catch passes single handed and scoop to lap or chest ▪ Improved ball security in challenge situations compared to 2.0 hands due to improved ability to isolate wrist/finger function. ▪ May have asymmetrical arm or hand function, noticeable with chair and ball handling skills |
| 3.0 | Very good ball handler and fast playmaker | <ul style="list-style-type: none"> ▪ Because of balanced finger function, athlete can grip wheelchair rim and tire for manoeuvring chair ▪ May have some trunk control giving better stability in the chair | <ul style="list-style-type: none"> ▪ Because of function in fingers, can control ball in varying planes of movement for passing, dribbling, catching and protecting ball during these activities. ▪ Can dribble and pass ball well with one hand ▪ Multiple dribble one handed with control ▪ Stabilises with the opposite arm to allow greater reach (if the athlete has no trunk function) |
| 3.5 | Major ball handler and very fast playmaker. Often primary ball handler and playmaker on team | <ul style="list-style-type: none"> ▪ If the athlete has trunk function, very stable in wheelchair and able to use trunk for ball and chair skills. | <ul style="list-style-type: none"> ▪ If the athlete has both hand and trunk function, usually has excellent ball control with controlled one hand passing for distance and excellent ball security during passing and receiving |

Appendix G USQRA Classification Committee



Appendix H Classifier Certification Forms

USQRA CLASSIFIER CERTIFICATION PROCESS

CHECKLIST FOR ADVANCEMENT

Name:

| LEVEL 1 | <u>Has Met</u> | <u>Date</u> |
|--|----------------|-------------|
| <u>Classifier Initials</u> <ul style="list-style-type: none">• Sign a code of ethics• Attend a basic classification workshop• Experience with neuromuscular evaluation• Receives and familiarizes themselves with the classification manual | | |
| LEVEL 2 <ul style="list-style-type: none">• Performs a complete bench test independently with the ability to explain findings to other grade 3 and 4 classifiers.• Begins to explain findings to athletes with another level 3 or 4 classifier present• Demonstrates contact hours with rugby• Involved in wheelchair rugby for at least one year | | |
| LEVEL 3 <ul style="list-style-type: none">• Performs a complete classification process, bench test, and observation, independently• Provides explanation of findings to classification team, athletes, coaches, etc.• Active participation at a national tournament• 2 years of involvement in rugby• Instruct at a basic classification workshop for level 1 and 2 classifiers• Participate in a protest panel or involved in making a player ineligible | | |
| LEVEL 4 <ul style="list-style-type: none">• Demonstrates a minimum of 3 years of involvement in rugby• Has acted as head classifier at a tournament involving at least 6 teams• Involved in the protest procedure of two or more athletes• Able to handle making a player ineligible at a Nationals level• Participate in classification committee meetings held at USQRA tournaments | | |

SUBJECTIVE REVIEW

NAME:

PRESENT LEVEL:

LEVEL ACHIEVED:

- 1 Professionalism
- 2 Neutrality
- 3 Time keeping
- 4 Working as a team
- 5 Organisational qualities

- 7 Muscle charting

- 8 Observational skills

- 9 Explanations

- 10 Decision making

- 11 Log book

- 12 Knowledge of Classification Rules and Regulations

- 13 Teaching ability

- 14 Experience

Certifying Classifier/s:

Tournament:

Comments:

Date:

CERTIFICATION DEVELOPMENT PLAN

| DATE | ABILITIES REQUIRING DEVELOPMENT | ACTION PLAN | DATE ACHIEVED |
|------|---------------------------------|-------------|---------------|
| | | | |

Appendix I USQRA Classifier Application Form

Please fill out this form if you are interested in becoming a wheelchair rugby classifier. Please send to:

Trisha Suhr

2280 SE 35th Place

Portland, OR 97214

Phone: 503-860-1392

Fax: 503-234-4822

If you are interested it will require participation in classification workshops in order to learn the wheelchair rugby system, and a time commitment for assisting with classification in your area.

This is an exciting time to get involved with wheelchair rugby classification and your help would be greatly appreciated.

Name: _____

Address: _____

Phone number: _____ Fax: _____

Email address: _____

Profession: (circle appropriate one) PT OT MD

Team affiliation _____

Experience in wheelchair rugby _____ number of years _____

Explain: _____

I hope that you will consider this opportunity to become involved in wheelchair rugby, it is an exciting sport and its growth increases every year.

Thank you.

Appendix J Code of Ethics

USQRA Code of Ethics for Classifiers

1. I am a volunteer in the service of the USQRA
2. I must seek to be fully informed through study and training in order to apply to the best of my ability and the up-to-date guidelines, policy and procedure of the Classification Commission
3. I must contribute to the development and the dissemination of guidelines, policy and procedures of the Classification Commission to the players in my country and throughout the world
4. I must exercise my art rigorously, without yielding to any economic, political, sporting or human pressure
5. I must be able to justify and explain my decisions and those of other members of the Classification panels without showing anger or resentment
6. Publicly or privately, I must respect the deliberations of my fellow Classifiers whether I am in agreement or not
7. I must:
 - Respect all players, coaches, officials and spectators
 - Strive to gain respect for all classifiers
 - Show respect to my fellow classifiers

Thereby accepting my position as an USQRA Classifier, I commit myself to:

- Respect this Code of Ethics
- Distance myself from any gender orientated, political, religious or nationalistic bias
- Always give my best when performing the function of an USQRA Classifier

Applicant:

Name: _____

Signature: _____ Date: _____

Appendix K Classification Logbook

Name _____ Phone (Day) _____
Address _____ (Evening) _____
_____ Fax _____
_____ Occupation _____

Classification Workshops

| Location | Date | Instructors |
|----------|-------|-------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

USQRA Experience (tournaments, practices)

| Location | Role | Date | # of Athletes |
|----------|-------|-------|---------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Proficiencies (check if mastered)

| | Part of Team | Independent |
|---------------------------------|--------------|-------------|
| Bench test _____ | | |
| Skills test _____ | | |
| Protests _____ | | |
| Classification Change _____ | | |
| Ineligibility discussions _____ | | |

Appendix L Ineligible Athlete Protest Procedure

If an athlete is determined to be ineligible following evaluation by a classification panel at a competition, examination by a second classification panel (Protest Panel) is required for physical and technical assessment at the competition. Observation assessment of competition on-court will be completed by videotape/DVD.

- If equipment and video footage is available for the protest panel to view at that competition, the decision of the protest panel may be concluded before the end of that competition.
- If the necessary equipment and/or video footage are not available, the observation assessment will be completed following the conclusion of the competition within the time frame described below.
- If the athlete would like to submit documentation in addition to video footage from this competition to support his/her protest of ineligible sport class, the protest panel will not conclude their decision at that competition, but within the time frame described below.

The Chief Classifier at the competition (in consultation with the USQRA Head of Classification) shall appoint a protest panel consisting of at a minimum three classifiers of equal or greater level of certification as those involved in the decision of ineligible. Also, this protest panel should not include members of the classification panel involved in the decision of ineligible.

- The protest panel should conduct the protest evaluation without reference to the classification panel that awarded the ineligible sport class.
- Protest panel members may seek medical, sport or scientific expertise in reviewing the athlete's sport class.

A protest form must be submitted by the protesting team with the Chief Classifier of the competition within 48-hours following the allocation of the ineligible sport class; or if this time falls outside the end of the competition, a letter of intent to protest must be filed before the end of the competition. If the protest form or letter of intent is not filed within this time, the protest is dismissed. In this case, the decision of the classification panel is final and the athlete has no further protest opportunities.

- The protest form or letter of intent to protest must be submitted with a fee of \$50, or local equivalent at the competition. This amount will be returned if the protest is upheld.
- The protesting athlete has eight weeks from the receipt of the protest form to the Chief Classifier to gather and submit documentation relevant to the protest. This documentation is submitted to the USQRA Head of Classification. Four copies of all documentation are required.

Documentation submitted that would assist the protest panel in their deliberations must be relevant and specific to the athlete during play. This documentation must include:

- Video or DVD from the tournament where the ineligibility was decided, or an equivalent tournament held within one year prior to the ineligibility ruling. This video recording should show the athlete giving maximum and full effort. This video recording will allow the protest panel to complete the observation assessment of on-court play and make a final decision on sport class.

Other documentation that would assist the protest panel may include:

- If the athlete has impairment as a result of an uncommon or rare condition, supporting specialist documentation, written in English, is recommended.
- Information from the respective coach; and/or PCB.
- Additional videotape, DVD or other similar evidence to support the protest.

All information submitted must be signed by the submitting person (Athlete), plus the coach or official team representative.

The USQRA Head of Classification has the right to ask for any other documentation that may be thought necessary to assist the protest panel in their deliberations, including medical reports related to the athlete's impairment.

Upon receipt of the documents and other evidence, the USQRA Head of Classification shall conduct a review to determine whether all necessary information is included and is valid. If the information is not sufficient, appropriate or complete and/or relevant classification rules have not been complied with, the protest may be dismissed and the USQRA Head of Classification will notify all relevant parties. The protest fee is not returned.

If the submitted information is accepted, the USQRA Head of Classification shall proceed with the distribution of documentation and supporting evidence to the protest panel. The Head of Classification shall notify all relevant parties of the date of the final protest decision and if any further information or documentation is requested.

The time from receipt of documentation by the USQRA Head of Classification to a final decision made by the protest panel is three months.

Each member of the protest panel will have his/her own copy of video/DVD and written information to review individually. A conference call with the protest panel will be arranged to discuss the protest and arrive at a decision. A majority decision is necessary; with agreement between two out of three classifiers to arrive at a final decision. Information from the protest panel will be collected and compiled by the USQRA Head of Classification in a writing. The written notification of the decision will be distributed to all relevant parties.

If the protest panel upholds the ineligible sport class, the athlete will not be permitted to compete in Wheelchair Rugby. No further protest can be made unless there is a change in the criteria for allocation of sport class in Wheelchair Rugby, or unless there has been a change in the degree of impairment of the athlete where the athlete is demonstrating significantly less ability that does not reflect the current sport class (refer to Article 7.4 Exception Circumstances in the USQRA Classification Manual, 3rd edition).

Dear _____,

After review by a USQRA Classification panel at the _____ tournament, it was determined that you are ineligible to play the sport of Wheelchair Rugby. This decision was based on eligibility criteria developed within the USQRA and adopted by a player vote.

Your ineligibility was based on the following:

1. Failure to meet minimal impairment in arms/hands
2. Your overall score based on the muscle test, trunk test, functional movement test and observation of play exceeded 3.5
- 3.
- 4.

Should you or your team wish to protest this decision, the procedure is described as follows:

You must notify the Regional Classification Representative in your region. You must present for reclassification at a USQRA sanctioned event where a team of three classifiers (including a level IV classifier) is present. You must complete the Classification Protest Form including the signature of the coach of your affiliated team. A panel of classifiers will be assembled that have not previously classified the athlete. If such a panel is not available, the reclassification will be delayed until such a panel can be assembled.

You will then present in your playing chair and participate in a 3 part bench test including, but not limited to:

1. Manual testing
2. Trunk test
3. Functional movement test
4. Possible observation in play

A decision will be reached as soon as possible.

As a player you also have the option of working within the USQRA to redefine minimal disability criteria as it relates to wheelchair rugby.

The decision to make an athlete ineligible is always a difficult one, but as the USQRA classification committee we are simply enforcing the rules as the membership voted upon in 1991.

Sincerely,

USQRA Classification Committee

Cc: Trisha Suhr, USQRA Classification Committee
Lauren Rosen, USQRA Classification Committee
Team Coach

Appendix M Release of Information Form

USQRA Release of Classification Information Agreement

Personal Details:

Surname:

First name:

Gender: Male Female

Date of Birth:

Nationality

Team:

Address:

Telephone Home:

Telephone Work:

Fax:

Mobile:

Email:

Event/Location at which athlete's classification is taking or took place

Date of Event:

Declaration

I consent to the disclosure of information relating to my classification examination to my designated coach(s) and/or family doctor and/or other consultant(s).

Athlete's Signature: _____

Date:

(Parent/Guardian
If athlete is a minor) _____

Date:

Witness Signature: _____

Date:

An administrative fee may be assessed to cover the costs of posting forms and information.

Appendix N Template for Receipt Forms

USQRA CLASSIFICATION RECEIPT

To:

Date:

| Item | Amount |
|-------|--------|
| | |
| | |
| | |
| | |
| Total | \$ |

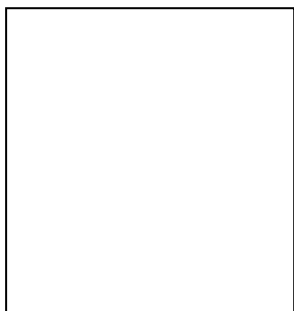
Head Classifier:



USQRA Classification Committee
7 Center St. Medway, MA 02052

APPENDIX O USQRA TEMPORARY CARD

**USQRA
Classification
Temporary Card**



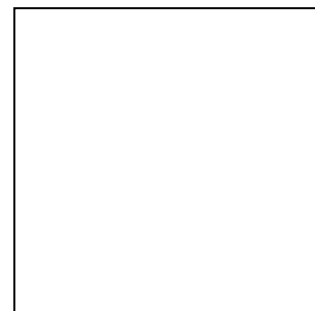
Class

Name: _____

Team: _____

Classifiers: _____

**USQRA
Classification
Temporary Card**



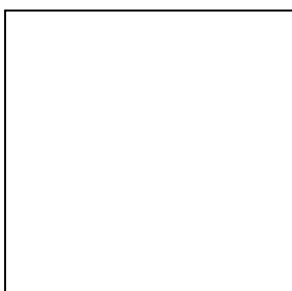
Class

Name: _____

Team: _____

Classifiers: _____

**USQRA Classification
Temporary Card**



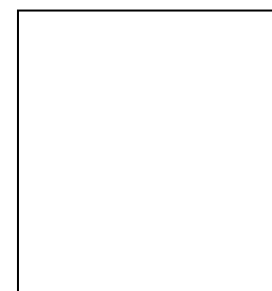
Class

Name: _____

Team: _____

Classifiers: _____

**USQRA Classification
Temporary Card**



Class

Name: _____

Team: _____

Classifiers: _____

Appendix P Consent for Classification

USQRA CONSENT FOR CLASSIFICATION AGREEMENT

For an athlete to compete in USQRA tournaments the athlete must be classified by United States Quad Rugby Association certified classifiers and receive a sport class.

Failure to cooperate with the classifiers or failure to complete classification will result in no sport class allocation and the athlete will not be able to compete in the tournament sanctioned by The USQRA.

If the athlete finds his/her ability to cooperate with the USQRA classifiers limited by pain, the athlete must agree to a full classification test regardless of that pain. The athlete agrees to indemnify the classifiers from any pain and suffering caused by the testing.

The following is an agreement by the athlete to undergo a physical, technical and observation assessment.

I _____
[PLEASE PRINT FULL NAME]

wish to be classified at this USQRA tournament.

I understand that the classification process involves a physical, technical and observation assessment. I understand that to receive a sport class I must be willing to take part in all three assessments and cooperate fully with the classifiers.

I understand that to perform the complete classification evaluation, USQRA classifiers must examine all relevant movements and muscle groups. I agree to undertake these tests, and I agree that the classifiers are indemnified from any pain and suffering I may experience in the course of the test.

Athlete Signature: _____

Witness Signature of guardian/coach/team representative (If athlete is a minor):

Date: _____