

Life Threatening Incidents and Fatalities Reporting and Communication Protocol for USAT Technical Officials

Should a fatality or life-threatening incident occur at a USA Triathlon sanctioned event, the head official must notify the Commissioner of Officials immediately.

1. The RD informs the head official that a fatality or life-threatening situation has occurred.
2. The head official must contact the Commissioner of Officials immediately by phone call to 281-786-5883.

You may also contact your Assigner, but the first call MUST be to the Commissioner who will contact USAT in-house Risk Management.

Communication notes for USAT Official to Commissioner:

Inform the Commissioner:

- Call the Commissioner at 281-786-5883
- Do not speculate on the incident, only factual information should be discussed and if not directly witnessed it should be noted “It was reported to me” and list the specific details provided to you by RD or respective personnel.
- Provide the contact cell phone number of the RD

Communication notes for USAT Official to Race Director:

Inform the RD:

- That you have contacted the Commissioner who will inform USAT in-house Risk Management.
- Assure the RD that they will receive a phone call from USAT in-house Risk Management contact within 24 hours.
- Inform the RD they must fill out a USAT Incident Report. If the RD does not have the incident form, direct them to the RD Toolbox on the USAT Website for RD’s.
- Convey to the RD that USAT will support them throughout this process and have established protocols in place to manage these unfortunate situations.

USAT Officials should avoid the following:

- Do not gather facts or witness statements outside of what is provided to you by the RD.
- Do not file or take a copy of the incident report or any medical documentation.
- Do not speculate on the incident or provide details to anyone outside of RD or USAT.
- Do not seek out media if media actively solicits a statement from the USAT Head Official, please refer the media member to the RD or USAT Communications team.
- Do not admit fault of any kind. Avoid speculation or analysis and stick to the facts.
- When in doubt, you can merely state “The situation is still being reviewed. A statement will be available as soon as the RD and USA Triathlon have all the facts”.

Situations which would not qualify as life-threatening: minor bike accidents, scrapes/scratches, and broken bones do not require notification to the Commissioner, but the RD should file an Incident Report Form.