

**UNITED STATES TENNIS ASSOCIATION INCORPORATED (USTA)**  
**ATHLETE SELECTION PROCEDURES**  
**PARAPAN AMERICAN GAMES, 2019**  
**WHEELCHAIR TENNIS**  
**February 5, 2019**

**1. SELECTION SYSTEM**

1.1. Provide the minimum eligibility requirements for an athlete to be considered for selection to the Team:

1.1.1. Nationality/Passport requirements:

Athlete must be a national of the United States at the time of selection.

Athlete must hold a valid U.S. passport that will not expire for six months after the conclusion of the 2019 Parapan American Games.

1.1.2. Minimum International Olympic Committee (IOC), International Paralympic Committee (IPC) and/or Pan American Sport Organization (PASO) (PAG and PPAG only) standards for participation:

Any competitor in the Olympic, Paralympic, Pan American or Parapan American Games must be a national of the country of the National Olympic Committee (NOC) or National Paralympic Committee (NPC) which is entering such competitor. For additional information regarding an athlete who is a national of two or more countries, has changed his or her nationality or acquired a new nationality, refer to the Olympic Charter (Rule 41), the IPC Handbook (Section 2, Chapter 3.1), or the PASO Statutes (Article XXII, Sections 4 and 5).

1.1.3. Minimum International Federation (IF) and/or Continental Federation (CF) (PAG and PPAG only) standards for participation (if any):

Have an official ranking on the ITF Wheelchair Tennis Singles World Ranking List dated 8 July 2019.

Be internationally classified with a 'Confirmed' or 'Review' sport class status.

Hold a current ITF IPIN membership.

For regional selection allocations, the ITF may consider athletes who do not have an official ranking on the ITF Wheelchair Tennis Singles World Ranking List dated 8 July 2019.

The potential events an athlete can gain ITF ranking points can be found at: <http://www.itftennis.com/wheelchair/tournaments/>.

1.2.3. Provide event names, dates, locations and description of how athletes qualify for the trials, events and camps listed above in Section 1.2.1. (if any).

An athlete can compete in any of these tournaments in order to qualify, if they meet the requirements stated in Section 1.1.3. All requirements necessary in order to compete are within the ITF Rules and Regulations (<https://www.itftennis.com/media/286184/286184.pdf>)

1.3. Provide a comprehensive, step-by-step description of the method that explains how athletes will go through the selection process (include maximum Team size).

Per the Qualification Guide, the qualification slot is allocated to the individual athlete, not to the NPC.

Note: USTA rankings will NOT be used for the 2019 Parapan American Games Team Selection. ITF rankings are the only rankings used.

#### Singles:

Each National Paralympic Committee may earn up to 2 spots in the Men's Singles Division, 2 spots in the Women's Singles Division and 2 spots in the Quad Singles Division for a max Team size of 6 total athletes. This number may be increased by ITF if an overall athlete quota is not met.

The ITF Wheelchair Tennis Singles World Ranking List dated 8 July 2019 will be used to determine the highest ranked sixteen (16) men, eight (8) women and five (5) quad athletes from the region.

Competitors who meet the respective minimum qualification criteria as established by the International Tennis Federation (ITF) Requirements (Section 1.1) will be chosen to participate in the Singles competition in the 2019 Parapan

American Games.

Doubles:

Two players per gender (exception can be made in the Quad division as it is a regulated mixed gender division) selected for Singles will team together to play Doubles in the respective Doubles events. There are no Doubles-only spots. If more than 2 male, female or quad athletes qualify, discretion will be used to determine which 2 athletes will compose the doubles team.

**2. DISCRETIONARY SELECTION (if applicable)**

- 2.1 Provide rationale for utilizing discretionary selection (if any): **Doubles Only:** There will be Discretionary Selections only in the instance where a third player is selected and a Doubles team must be formed between two of the three players selected.
- 2.2 List the discretionary criteria and explain how they will be used (if any): For the Doubles Selection, in the case that there are three athletes selected within a division, there will be a discretionary criteria that will be utilized in place: historical partnership, the surface the event is played on, historical results against competition at event, head to head results between players being scrutinized for the position. The "Regional Selection Allocation" application for a player to be considered will be objective in nature. The next highest ranked player for the third singles slot will be considered with no discretionary measures used for selection.
- 2.3 Provide the name of the committee that will be responsible for making discretionary selections, along with a complete list of the members' titles that currently serve on the committee:

USTA Selection Committee:

- USTA Staff, Director of Adult Individual Play/Wheelchair
- USTA Staff, Head Coach
- USTA Staff, Team Leader
- Athlete Representative

- 2.3.1. Specify the process that will be used to identify and handle any potential conflicts of interest involving a member of the committee.

Any member of the selection committee that has a possible conflict of interest must disclose it. If such conflict exists, the selection committee member must recuse him/herself from committee discussions and voting. Further, the committee member should not otherwise influence other members of the committee in the selection process. However, a

committee member who recused him/herself, but who has relevant and necessary information with respect to athlete performance, for example a national team coach or high performance director, may, if requested by the selection committee, provide such information to the committee so long as such information is provided in a fair and unbiased manner and the committee member who declared the conflict of interest does not vote toward the final decision.

### 3. REMOVAL OF ATHLETES

- 3.1 Prior to entry by name to the Local Organizing Committee by the USOC, the USTA has jurisdiction over potential nominees.

An athlete who is to be nominated to the Team by the USTA may be removed for any of the following reasons, as determined by the USTA:

- i. Voluntary withdrawal. Athlete must submit a written letter to the USTA CEO/Executive Director with a copy to the USTA Team Leader.
- ii. Injury or illness as certified by a physician (or medical staff) approved by the USTA. If an athlete refuses verification of his/her illness or injury by a physician (or medical staff) approved by the USTA, his/her injury will be assumed to be disabling and he/she may be removed.
- iii. Failure to participate in Mandatory Training and/or Competition as defined in Section 9 of these procedures
- iv. Violation of the USTA's Rules of Player Conduct (Attachment 1).
- v. Re-classification of the athlete by the IPC, such that the athlete's qualifying performance would not have qualified him/her for the Team.
- vi. Removal by the IPC of the event in which the athlete qualified for the Team, from the program of the 2019 Parapan American Games.

An athlete who is removed from the Team pursuant to this provision has the right to a hearing per the NGB's/HPMO's Bylaws at [www.usta.com](http://www.usta.com) and the USOC Bylaws, Section 9.

- 3.2 Once athlete entries have been submitted to the Local Organizing Committee by the USOC, the USOC has jurisdiction over the Team, at which time, in addition any applicable NGB/HPMO Code of Conduct, the USOC Code of Conduct and Grievance Procedures apply. The USOC Code of Conduct and Grievance Procedures can be found at:

<http://www.teamusa.org/Footer/Legal/Governance-Documents>

An athlete may be removed as a nominee to the Team or from the Team for an adjudicated violation of IOC, PASO, IPC, WADA, IF, USADA and/or USOC anti-doping protocol, policies and procedures, as applicable.

#### **4. REPLACEMENT OF ATHLETES**

4.1 Describe the selection and approval process for determining replacement athlete should a vacancy occur:

4.1.1. Prior to submission of Entries by Name to the Local Organizing Committee, including and applicable group or committee: In the event that a U.S. athlete declines the opportunity to compete or if an athlete nominated to the team is removed, any unused slot will be reallocated back to the ITF.

4.1.2. After submission of Entries by Name to the Local Organizing Committee, including any applicable group or committee: Same as above (Section 4.1.1.).

4.2 Reallocation of Unused Qualification Slots:

Any qualification slots allocated and not used by the respective NPC will be reallocated by the ITF to the next highest ranked eligible athlete (not otherwise qualified) on the ITF Wheelchair Tennis World Singles Ranking List dated 8 July 2019.

#### **5. SUPPORTING DOCUMENTS**

USTA will retain the approved Selection Procedures and all supporting documents, including scouting or evaluation forms, etc., and data from the selection process for six months past the date of the Closing Ceremony of the Games.

#### **6. REQUIRED DOCUMENTS**

In addition to the USOC Code of Conduct, the following documents are required to be signed by an athlete as a condition of nomination to the Olympic, Paralympic, Pan American or Parapan American Games and are included as attachments:

- USTA Rules of Player Conduct (Attachment 1); and
- USTA Consent and Waiver Form - Player (Attachment 2)

## **7. PUBLICITY/DISTRIBUTION OF PROCEDURES**

The USOC approved Selection Procedures (complete and unaltered) will be posted/published by the USTA in the following locations:

7.1 NGB/HPMO Web site:

- [www.usta.com/wheelchairtennis](http://www.usta.com/wheelchairtennis)

These procedures will be posted as soon as possible, but not more than five business days following notice of approval by the USOC.

7.2 Other: N/A

## **8. DATE OF NOMINATION**

The Nomination of Athletes form, including replacements, will be announced to all athletes and submitted to the USOC on or before:

July 24th, 2019

## **9. MANDATORY TRAINING AND/OR COMPETITION**

Specify the location, schedule and duration of mandatory training and/or competition:  
N/A

## **10. ANTI-DOPING REQUIREMENTS**

Athletes must adhere to all IOC, IPC, PASO, WADA, IF, USADA and USOC anti-doping protocols, policies and procedures, as applicable. This includes participation in Out-of-Competition Testing as required by the IOC, IPC, PASO, WADA, IF, USADA and USOC Rules, as applicable.

## **11. DEVELOPMENT OF SELECTION PROCEDURES**

The following committee/group (include names and titles) was responsible for creating these Selection Procedures:

- Jeff Waters, Managing Director of Adult Tennis, USTA
- Joanne Wallen, Director of Adult Individual Play and Wheelchair, USTA Jason Harnett, National Manager Wheelchair Tennis, USTA

- Jason Allen, Manager of Wheelchair Tennis and Technical, USTA
- Jon Rydberg, Athlete Representative
- Staciellen Stevenson Mischel, USTA Associate General Counsel and DCLO
- Robby Ginepri, USTA's representative to the USOC AAC

## **12. NGB/HPMO BYLAWS AND GRIEVANCE PROCEDURES**

The USTA Bylaws and Grievance Procedures can be found at: [www.usta.com](http://www.usta.com)

## **13. INTERNATIONAL DISCLAIMER**

These procedures are based on IOC, IPC, PASO, as applicable, and/or ITF rules and regulations as presently known and understood. Any change in the selection procedures caused by a change in IOC, IPC, PASO, as applicable, and/or ITF rules and regulations will be distributed to the affected athletes immediately. The selection criteria are based on the latest information available to USTA. However, the selections are always subject to unforeseen, intervening circumstances, and realistically may not have accounted for every possible contingency.

If any force of nature, or force majeure, should cause the alteration or cancellation of any of the selection events listed in this document, these selection procedures will be revised, pursuant to their resubmission to the USOC.

## **14. ATHLETE OMBUDSMAN**


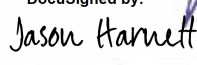

Athletes who have questions regarding their opportunity to compete that are not answered by USTA may contact the USOC Athlete Ombudsman, Kacie Wallace, by:

- Telephone at (719) 866-5000
- Email at [Kacie.wallace@usoc.org](mailto:Kacie.wallace@usoc.org)
- <http://www.teamusa.org/Athlete-Resources/Athlete-Ombudsman>

Signature Page Follows

**15. NGB/HPMO SIGNATURES**

I certify that I have read and understand the standards/criteria set by our IF and/or CF (PAG/PPAG only) and incorporated those standards/criteria into our Selection Procedures. I further certify that the information provided herein regarding Athlete Selection Procedures represents the method approved by the USTA.

Position	Print Name	Signature	Date
NGB/HPMO President or CEO/Executive Director	Gordon Smith		2/6/19
Nat. Team Coach, Head Coach, or Nat. Program Director	Jason Harnett	DocuSigned by:  9A075E269145444...	2/7/2019
USOC Athletes' Advisory Council Representative*	Robby Ginepri	DocuSigned by:  155C07DA5B6A4A3...	2/7/2019

\* If the USOC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

\* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Athlete Selection Procedures being submitted by the NGB/HPMO, he/she may submit those reasons in writing to his/her Sport Performance Team.

\* If, for some reason, a sport does not have an elected USOC AAC Representative, the NGB/HPMO must designate an athlete from that sport to review and sign the Selection Procedures.





## ATTACHMENT 1

### **USTA RULES OF PLAYER CONDUCT 2019 Parapan American Games; Lima, Peru**

I, \_\_\_\_\_ (print name), pledge to uphold the spirit of this Code of Conduct (“Code”), which offers a general guide to my conduct as a member of the US Pan American Team (“Team”) as selected by the United States Tennis Association Incorporated (“USTA”). By signing the Code, I accept nomination and, if accepted, selection as a member of the Team for the 2019 Parapan American Games (“Parapan American Games”), and agree to abide by this Code. I understand that I will be required to sign the United States Olympic Committee (“USOC”) Code of Conduct (“USOC Code”), and that any provisions in the USOC Code that may be in conflict with this Code shall be governed by the USOC Code. Further, I understand that non-compliance with this Code may result in my removal as a player for the Team or other disciplinary measures as determined in the discretion of the USTA and the USOC. I and the USTA acknowledge that I have a right to a hearing before being denied the opportunity to participate or if I am charged with a violation of this Code.

I have familiarized myself with the Code and understand that acceptance of its provisions as written is a condition of my selection to the Team. *THIS CODE OF CONDUCT MUST BE SIGNED IN AN UNALTERED FORM IN ORDER FOR AN INDIVIDUAL TO BECOME A MEMBER OF THE TEAM.*

#### **As a Member of the Team, I hereby promise and agree that I:**

- have abided by all rules related to the selection procedures as determined by the USTA;
- have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct at all times;
- will maintain a level of readiness and preparedness that will permit my abilities to be at the maximum of my abilities;
- will submit to a physical examination by USTA designated physician if my ability to complete is compromised due to physical injury and I understand that such injury may be cause for my not being selected to the Team, being removed from the Team, or not being allowed to participate if I remain on the Team;
- will not commit a doping violation as defined by the Pan American Sports Organization (PASO), World Anti-Doping Agency (WADA), United States Anti-Doping Agency (USADA), Tennis Anti-Doping Program (TADP), International Tennis Federation (ITF), USTA, or USOC rules;
- am not currently serving a suspension because of an anti-doping rule violation and have no pending or unresolved anti-doping rule violation, except as I have listed separately, and I understand that such suspension, or pending or unresolved anti-doping rule violation may be cause for my not being selected to the Team;
- will successfully have passed the National Center for Safety Initiatives’ (NCSI) background screen, in accordance with the current USOC Games Background Check Policy, and completed the USOC Safe Sport awareness training and education program. Further, I will not violate the

USOC Safe Sport Policy, and understand that any violation of this policy may be cause for denying my selection as a member, or my deselection to the Team;

- will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs and alcohol and providing of drugs to any person and of alcohol to minors;
- will refrain from participating in or aiding and abetting, directly or indirectly, any form of gambling or betting on tennis or the 2019 Parapan American Games or any event related thereto;
- have never been convicted of violating a criminal law and have no pending indictment or a pending charge, except as I have listed separately (except for misdemeanors, which, if known, would not be a factor in my selection to the Team or convictions as a minor which have been legally sealed), and I understand that such conviction, indictment or criminal charge may be cause for my not being selected to the Team;
- am in possession of a valid USA passport that will not expire prior to six (6) months following the Closing Ceremonies of the 2109 Parapan American Games, with no travel restrictions at the time of nomination;
- will refrain from conduct detracting from my ability or that of my Team to attain peak performance, including, by way of example, violating establish curfews;
- will respect the property of others whether personal or public;
- will respect members of my Team, other teams, spectators and officials, and engage in no form of discriminatory behavior or verbal, physical or sexual harassment or abuse;
- will adhere to the rules of tennis, to include but not limited to the ITF Rules of Tennis, the ITF Rules of Wheelchair Tennis, and the ITF Wheelchair Tennis Code of Conduct;
- will adhere and follow all implemented Team procedures and protocols, to include, but not limited to:
  - Curfew;
  - Housing and Housing Rules (e.g., male and female not allowed in each other's housing at anytime without express permission from USTA Staff);
  - Dietary and Alcohol consumption; and
  - Travel (e.g., inside and outside the Games compound and local area).
- will abide by the IOC Charter currently in force and, in particular, with provisions of the IOC Charter regarding edibility for the Parapan American Games, and rules concerning allowable trademark identification on clothing and equipment worn or used at the Parapan American Games;
- will in-process and out-process with the USOC in conjunction with my sport, and will attend any USOC pre-briefing or post-briefing sessions, unless granted written authorization by the USOC Chef de Mission, or his or her designee;
- am aware that USOC sponsors, suppliers and licensees provide critical support for the Team and,

in recognition of this fact, I will wear designated USOC apparel at (1) all official Parapan American Games functions and events, including Opening, Closing, and Medal Ceremonies (with the understanding that, in instances where medals are awarded at the venues immediately following a competition, the USOC will consider waivers of this requirement on a case by case basis); and (2) at media events (including press conferences) hosted by the USOC or the Local Organizing Committee for the Parapan American Games. I also understand that the USOC strongly encourages me to wear designated USOC apparel whenever possible, and that I will be expected to wear designated USOC apparel at USOC hospitality functions;

- will not conceal or cover-up any USOC sponsor, supplier or licensee brand or other identification appearing on my delegation apparel during Opening, Closing, or Medal Ceremonies or at any other function or event where designated USOC apparel is required;
- will not use or authorize the use of the following items for the purpose of trade, without the prior written consent of the USOC and the USTA (which consent shall not be unreasonably withheld) (1) photographs, films, videos, or other images of myself in the apparel or equipment provided by the USOC for the Parapan American Games; (2) photographs, films, videos, or other images of myself from the Parapan American Games; (3) any Games medals; and (4) photographs, films, videos, or other images of myself with any Games medals;
- will not act as a journalist, media liaison or in any other media capacity during the period of the Parapan American Games unless otherwise authorized by the International Olympic Committee;
- will attempt to participate in media and sponsor-related activities if compatible with the Team’s training and competition schedule, when requested by the USOC Chef de Mission, or his or her designee;
- will act in a way that will bring respect and honor to myself, the Team, the USOC, the USTA, the United States, and the Parapan American Games;
- understand that if I require legal representation because I am accused of a doping violation or criminal misconduct, or if for any other reason I require the services of an attorney, I will be personally responsible for securing the services of said attorney and for payment of all such legal fees and expenses; and
- will remember that at all times I am an ambassador for my sport, my country, and the Parapan American Games Movement.

**I have read and understand the USTA Code of Conduct and will adhere to them at all times in connection with the 2019 Parapan American Games.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DOB (Month/Date/Year)

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s) (if under 18)

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



**ATTACHMENT 2**

**CONSENT AND WAIVER FORM - PLAYER  
2019 Parapan American Games; Lima, Peru**

I, \_\_\_\_\_ (Print First and Last Name) in consideration of acceptance of my participation in the 2019 Parapan American Games (“Parapan American Games”), understand and agree to the following:

1. The United States Tennis Association Incorporated (“USTA”) shall have the right in perpetuity, for the purpose of the promotion and/or the advertising of any National Team Event in which I am a player for the 2019 US Parapan American Games Team, to use my name, photograph, likeness, biography, voice or other identification, in print, film, radio, television, social media, Internet and/or any other media and in all other publicity and promotional materials and media, including the right to use and/or sublicense such right to use the same on event posters, photos, programs, merchandise and other materials. The USTA shall have the right in perpetuity, without additional compensation, to make, use, show and/or license for any purpose, still pictures, motion pictures, live or delayed on television and/or any other media, including the Internet, of me taken during the Parapan American Games, provided that such use is consistent with the mission of the USTA, “To promote and develop the growth of tennis.” However, notwithstanding anything set forth herein, the use of my identification (e.g. name, photograph, likeness, biography, voice, etc.) shall not be identified as or represented to be an endorsement by me of any product, service or company.
2. As a condition of my participation in the Parapan American Games, I, for myself and my executors, administrators, heirs, personal representatives, successors and assigns, waive any and all claims of any kind, nature and description, including past, present or future claims and injuries, if any, sustained in traveling to or from or participating in the Parapan American Games and/or any of its related activities and/or while in the location of the Parapan American Games, as against the USTA, International Tennis Federation (“ITF”), United States Olympic Committee (“USOC”), Local Organizing Committee, promoters, sponsors, television licensees, vendors, venues, local organizers and others connected with such Parapan American Games, including their employees, officers, directors, and representatives.
3. The USTA and I shall at all times be independent contractors and my agreement to participate in the Parapan American Games shall not in any way create or form an employer-employee relationship or a partnership or joint venture between us.
4. As a condition of my participation in the Parapan American Games, I hereby authorize medical personnel (including trainers) to provide medical or diagnostic services to me in the event that I become ill or sustain an injury in connection with my participation.
5. The Parapan American Games are governed by and conducted pursuant to the regulations promulgated and amended from time to time by the Pan American Sports Organization (“PASO”). The PASO regulations may include a provision relating to drug testing and other medical examinations. If applicable, I agree to be bound by the PASO regulations, current copies of which will be made available to me upon request. The Parapan American Games are also governed by and conducted pursuant to the regulations promulgated and amended from time to time by the USOC (“USOC Regulations”) which also include a Code of

Conduct, a general release and a dispute resolution process, collectively the Games Forms. If applicable, I agree to be bound by the USOC Regulations, current copies of which will be made available to me upon request.

**READ AND AGREED:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DOB (Month/Date/Year)

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s) (if under 18)

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_