



## Memorandum

To: Pastors and CYO Pastoral Designees, Diocese of Cleveland  
From: Dr. Dobie Moser, Director, Youth & Young Adult Ministry & CYO  
Date: June 11, 2013  
Re: Ohio Return to Play Law regarding Concussions and CYO Compliance  
CC: Terry Flanagan, Senior Director, Christopher Farroni, CYO Athletic Administrator

Ohio Return to Play Law regarding concussions in youth sports became law on April 26, 2013. The law aims to assure the proper recognition of and response to possible head injuries in youth sports programs. **The Pastoral Designee is responsible to make sure that all CYO coaches in your program have registered and completed the required on line course before they coach.**

The Ohio Dept. of Health (<http://www.healthyohioprogram.org/concussion.aspx>) has posted free, approved training programs that train coaches and referees in recognizing the signs and symptoms of concussions. The following approved online training for coaches and referees is required by CYO. **National Federation of State High School Associations Concussion in Sports - What You Need to Know:**

<http://www.nfhslearn.com/electiveDetail.aspx?courseID=38000> This free on-line course is available through the NFHS. Coaches need to click the "order here" button and complete a brief registration form to take the course. Follow these steps to register and complete the course:

1. Click on the button that says, please login to order. In the window that appears, click Register Now.
2. When your registration is complete you may "order" the free concussion course offered along the left hand side of the page. Continue following prompts. Although it may look like you'll be charged for the course, **there is no cost.**
3. Once you've completed "checkout," you'll be able to take the free online course.
4. When you've completed and passed the course, you have the option of printing a certificate of completion. The record of your course completion will be registered and available.

**PLEASE NOTE: CYO requires that coaches use the above NFHS course because it allows CYO Pastoral Designees and Administration to search for and verify the names of coaches who have completed the course. Other on line courses do not offer this confirmation.**

Go to this NFHS link to do a coaches search <http://www.nfhslearn.com/CoachSearch.aspx>. Type in the name of the coach and hit submit. The result will tell you what courses the coach has completed and when it was completed. The course titled **Concussion in Sports - What You Need To Know- v2.0 – OH** will indicate that the coach has met the requirement for taking an approved course on concussion management for Ohio.

Through CYO's partnership with University Hospitals and Akron Children's Hospital, parents may take their student athletes to receive free concussion baseline testing for their student athlete. This is valuable if a child experiences a head injury. The child can be tested after the injury to assist with the assessment of the effects of the head injury in light of the baseline information. CYO is pleased that our partners are offering this service to CYO athletes for free. See enclosed information to arrange your free baseline testing.

- Review and use the Parent information page regarding concussions and what Parents need to know. Please distribute and review this parent resource with parents at your parent pre-season meeting for parents of every team. Encourage and invite parents to take the free online course about concussions to raise their awareness of the importance of this issue. Copies of the Parent Information Page are available on the CYO website. Copies of this information must be made available at your game sites.

- Review and use the Coaches information page and checklist regarding concussions and the steps that CYO coaches need to take when there is a possible head injury. Copies of this information are available on the CYO website & must be made available at your game sites.
- Make sure that coaches notify parents the day that a possible head injury occurs. This may occur immediately when the parent is present or at the end of a practice or game.

The following forms must be completed and submitted to the identified parties:

1. **DISC Incident Form** – <http://dioceseofcleveland.org/financedocs/Incident%20Report%202006.pdf> This form is to be completed by the coach or site director and sent to: 1404 East 9th Street, 8th Floor, Cleveland, Ohio 44114 or Faxed to: 216.861.0406.
2. **Catholic Charities Incident Report Form** – This form is to be completed by the Coach, Designee, or Site Director and sent to: CYO Athletics, 7911 Detroit Ave., Cleveland OH 44102 or faxed to 216-334-1270. The form is available through CYO.
3. **The Medical Release For Return To Athletic Participation Form** indicates that the student athlete has been cleared to return to play by medical personnel working in collaboration with a medical doctor. A complete copy of the MEDICAL RELEASE FOR RETURN TO ATHLETIC PARTICIPATION FORM for each incident must be kept on file and the original copy sent to CYO Athletics, 7911 Detroit Ave., Cleveland OH 44102. This form is available on the CYO Website:

Thank you Pastoral Designees and Coaches for your commitment and timely follow through to provide a safe and medically responsive experience by following these steps and attending to these requirements. Please do not hesitate to contact our CYO office and staff if there is anything we can do to assist you regarding this matter. We look forward to working with you to provide all CYO participants with an environment and experience that achieves our mission: *“CYO endeavors to help young people be more Christ like in how they live.”*