Athlete Protection Training (APT) Requirements/Instructions

General Information:

- The APT must be taken Annually.
- All new and existing adult members (18 years old and over) who are Athletes, Coaches, Officials, Chaperones, and Meet Directors must take the course.
- An 18-year-old can take the course up to 60 days prior to their 18th birthday, but the course must be completed by the time they turn 18, even if it is in the middle of a meet. There is NO grace period.
- To take the APT, the swimmer turning 18 must create their own login and password at hub.usaswimming.org. Please see instructions for creating your own account starting at page 3 of this document.
- You can renew your APT by taking a Refresher course anywhere from 90 days prior and up to your expiration date.
- The APT automatically updates in Swims 3.0. It can take up to 24-48 hours to update.
- It is highly recommended that you take a screenshot or photo of the final screen which includes the date and time of completion.
- Members CAN NOT participate in practices or meets if their APT is not completed.

Four APT Courses found in Swims 3.0:

Athlete Protection Training

A comprehensive 90-minute overview of facts, principles, and strategies to help you provide safe and positive sport environments.

VIEW INFO

Athlete Protection Training - Refresher 1

Reinforces reporting practices and principles including how best to respond when someone discloses abuse, reporting, and legal.

VIEW INFO

Athlete Protection Training - Refresher 2

This course covers recognizing and preventing misconduct in sport and applying the Minor Athlete Abuse Prevention Policies

VIEW INFO

Athlete Protection Training - Refresher 3

Reviews reporting and retaliation, bystander intervention, mitigating potential risks in locker rooms, and digital communications.

VIEW INFO

1. *Athlete Protection Training: SafeSport Trained Core Course*
    a. This is the course ALL members must complete their FIRST year of taking the course. This course takes up to 90 minutes to complete. It is the left-hand picture above.

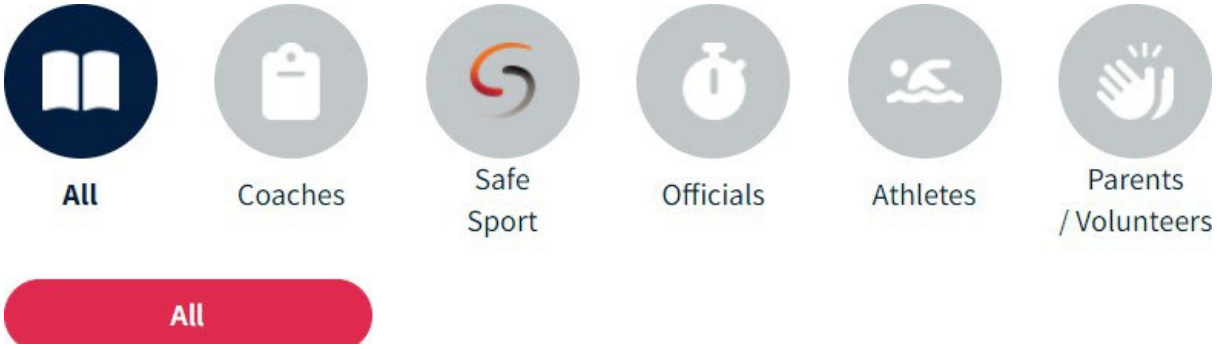
- Once a member has taken the Core Course, the next year they can enroll in one of the refresher courses. Each course takes approximately 35 minutes to complete.

2. *Refresher 1*
3. *Refresher 2*
4. *Refresher 3*

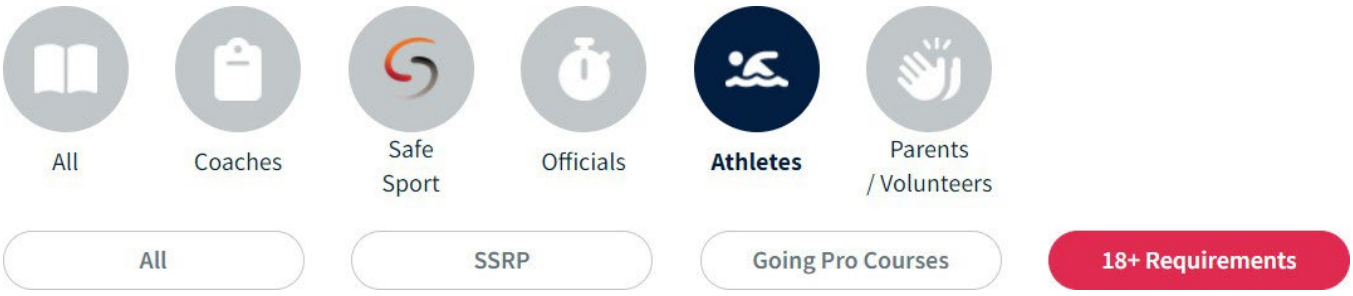
- Do NOT take Safe Sport for Adult Athletes! This course does not count as an APT Course!

To Take the Course:

- Login to SWIMS 3.0 at hub.usaswimming.org on your computer. Mobile devices are not recommended.
- Click on the word EDUCATION in the blue stripe on your dashboard.
- Click on COURSE CATALOG.
- Click on the 1.) ALL COURSES circle OR 2.) ATHLETES circle then 18+ requirements pill. Scan to the APT course you want to take.



OR



- Do NOT select Safe Sport Courses as those are for the Safe Sport Recognition Program and do not count as an APT Course!

Suggestions:

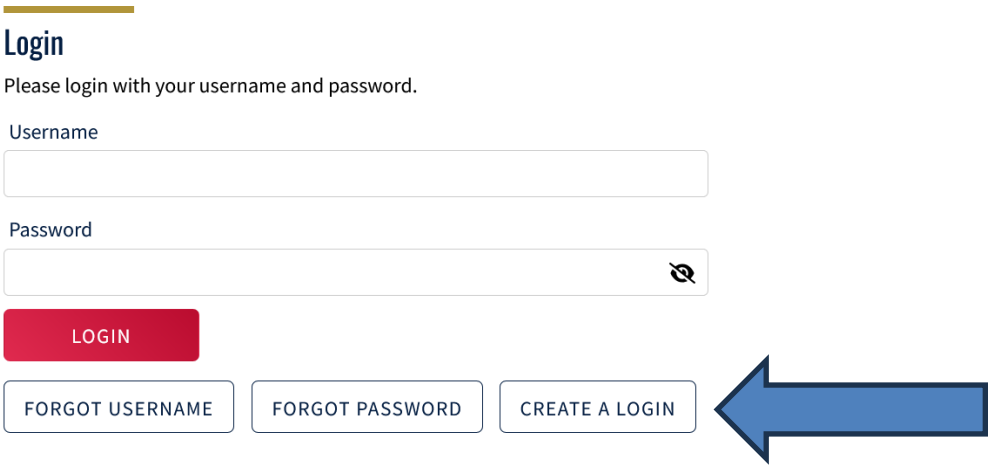
- Use a computer not a mobile device.
- Turn off all pop-up blockers (allow pop-ups in your browser).
- Use an updated version of Chrome or Firefox.
- Complete everything on the screen including SURVEY that is offered and the ☒ to close out the screen. The survey is very short and generally ensures the automatic update of the APT in Swims 3.0.
- Take a screenshot or photo of the full screen which includes date and time of completion.
- Those with a cognitive disability can request a waiver.

Troubleshooting:

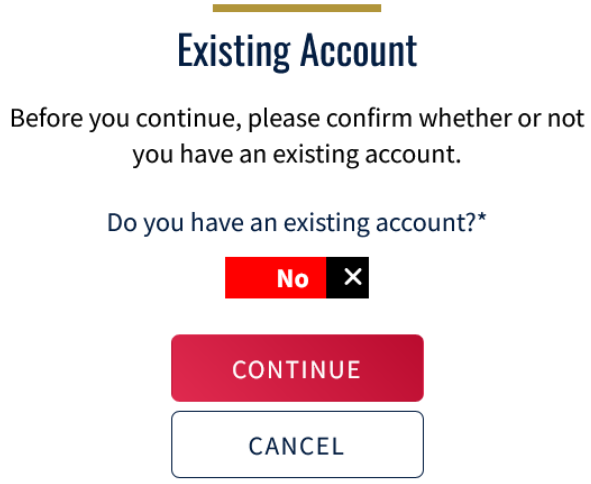
- If your email address is listed as the same address as your parents, we need to change it to YOUR email address. Contact OZ staff at registar@ozarkswimming.com
- If you do not see one of the courses listed above, contact OZ staff.
- If you have completed the course but it has not been updated to your member record within 1 week, contact OZ Staff.

Directions for Members turning 18 to create their own account:

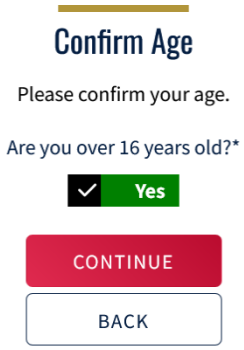
1) Go to hub.usaswimming.org and click on "Create a Login"



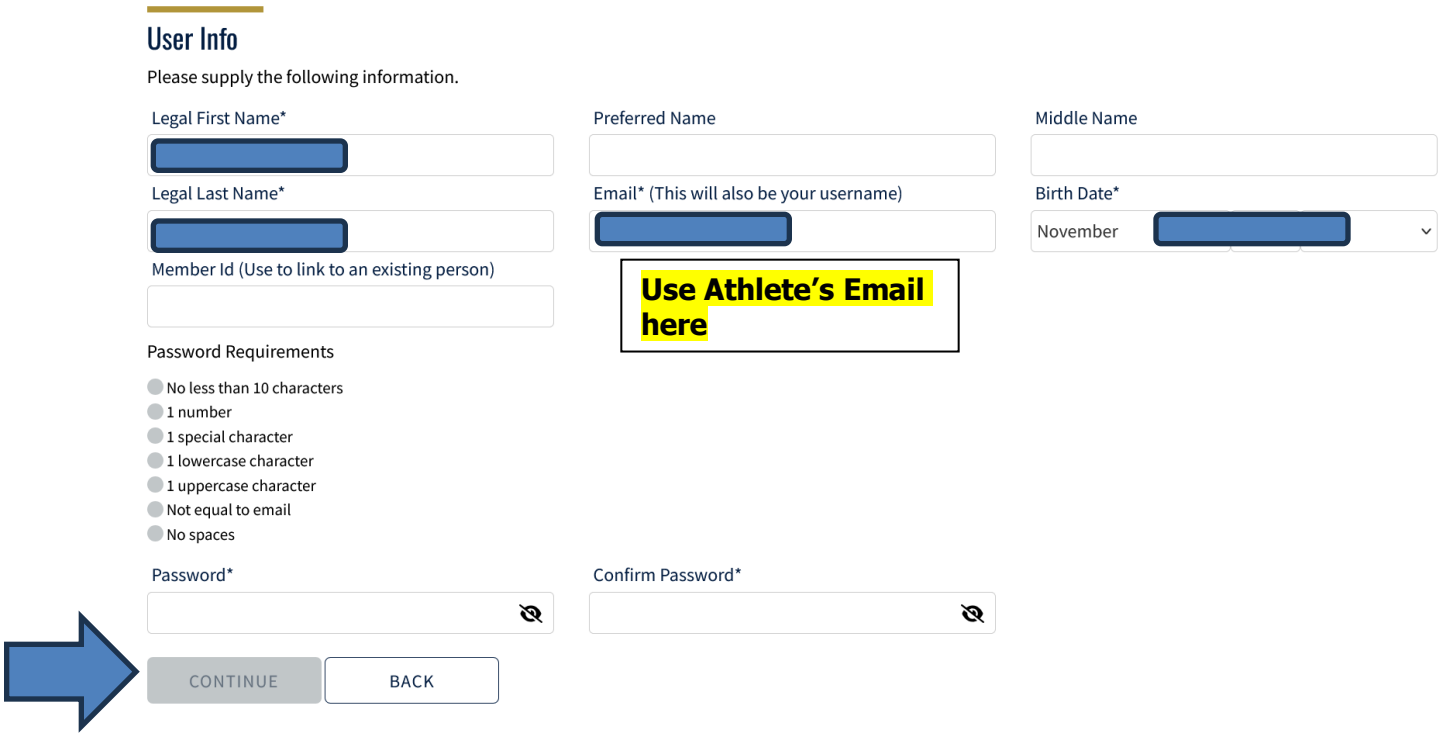
2) If you think you might have an account you can click yes for the question below; choose the options for recovering your username and/or password. If you do not have your own account, please click NO here.



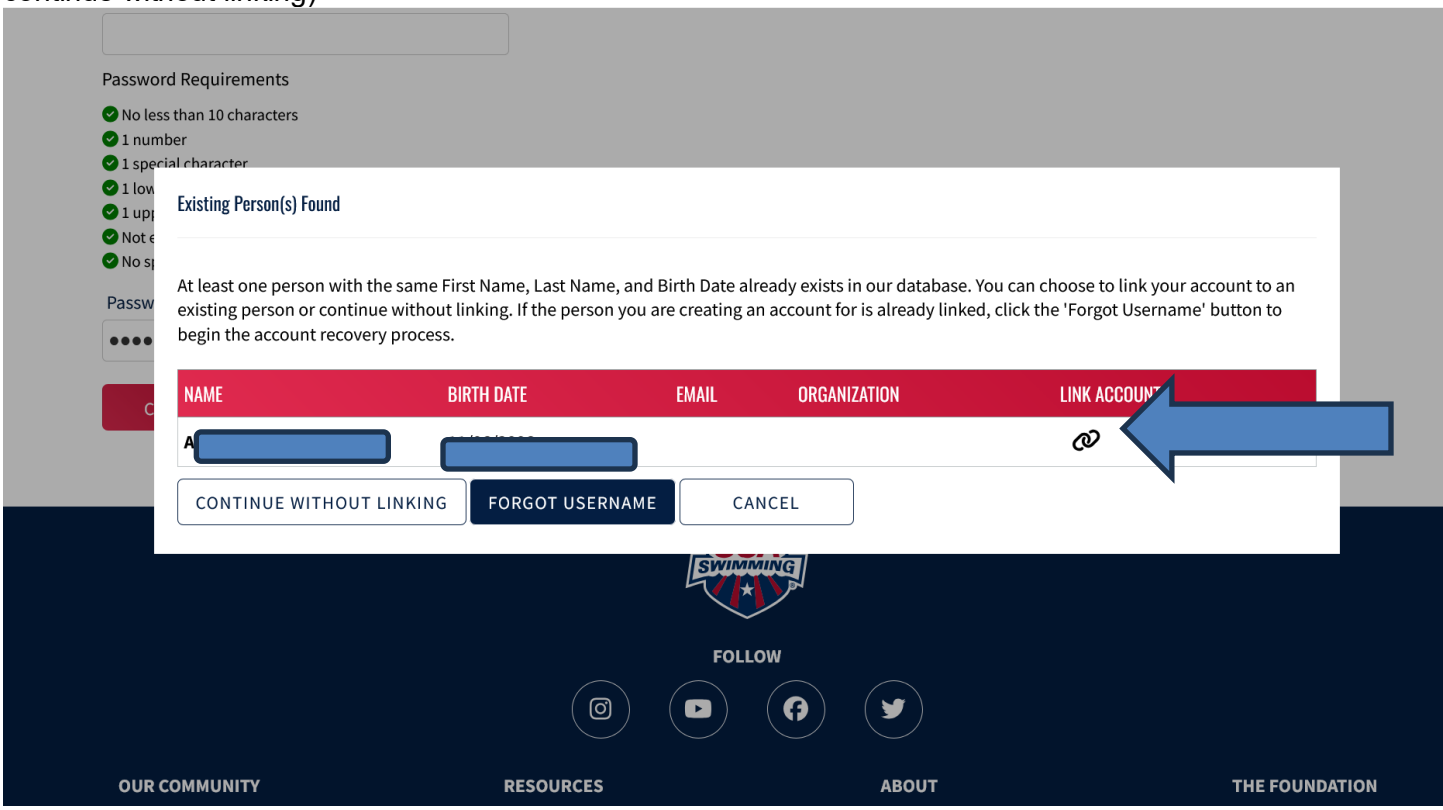
3) You should be at least 16 years old to create your own account. Confirm by clicking yes.



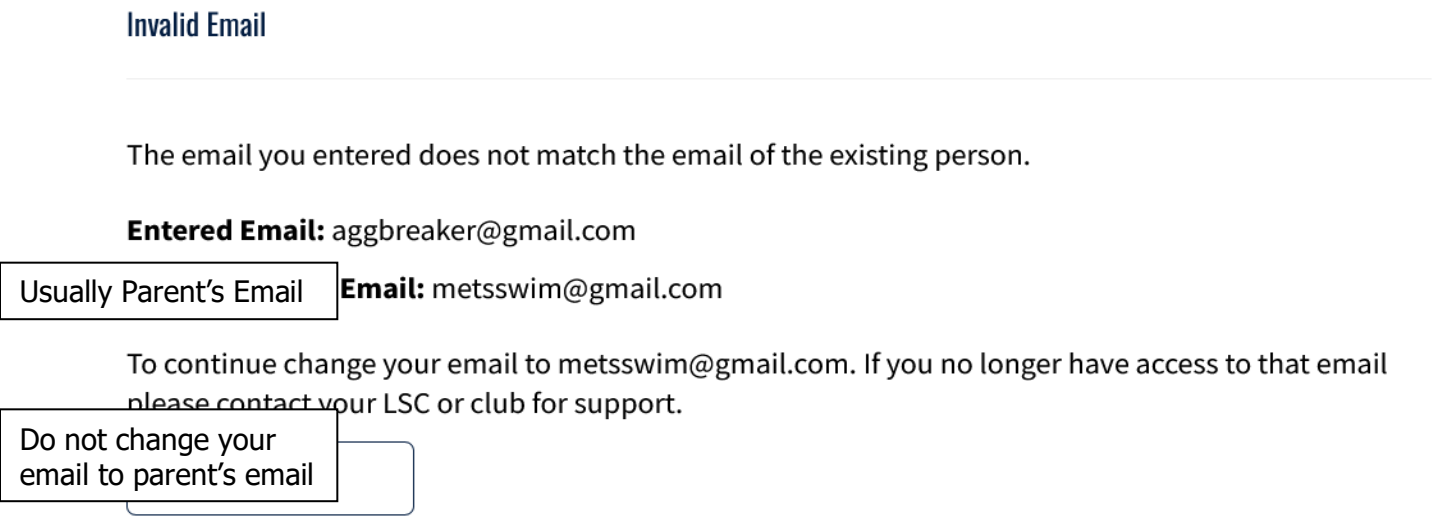
4) Fill out your information as shown below. If you know your current USA-S member ID enter it as it will help to match you. If not, do not worry about this for now. When you have filled out all info select “Continue.”



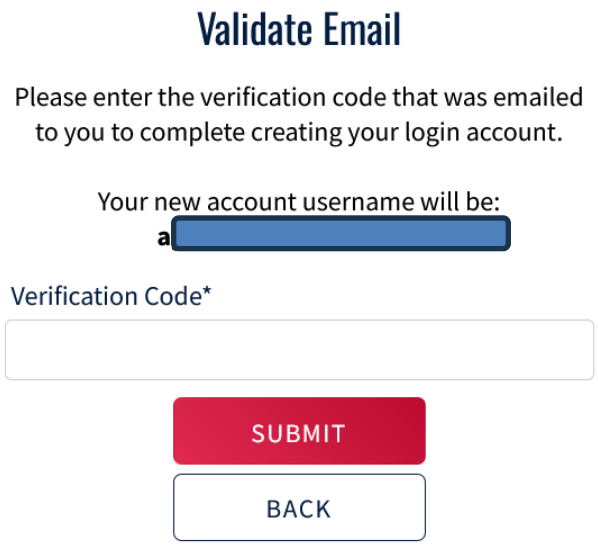
5) If you already have a member account in SWIMS, you will get something like the following pop up. If it matches your info, click on the icon below "Link Account. (If you do see a match for your information, continue without linking)



6) If you have continued with the “Link Account” and the following pops up, that likely means that a parent has their email address listed on your record. STOP: Email: registrar@ozarkswimming.com and ask for your email to be updated to your record (or have a parent change it on your record through their account). Once you have received confirmation that your email has been updated please proceed with the following steps.



7) Once you have confirmed that your email is matching, you should be able to follow the previous steps through step 5 and receive a validation code to complete creating your account. Then you can log into your account and follow the instructions in the beginning of this document to take your course.



For any questions please don’t hesitate to contact OZ staff (registar@ozarkswimming.com).