

ELIGIBILITY

Persons are eligible for Special Olympics competition provided that they are 8 years of age or older (those ages 2 to 7 are eligible for the Unified Champion Schools Program);

AND

have been identified by an agency or professional as having an intellectual disability;

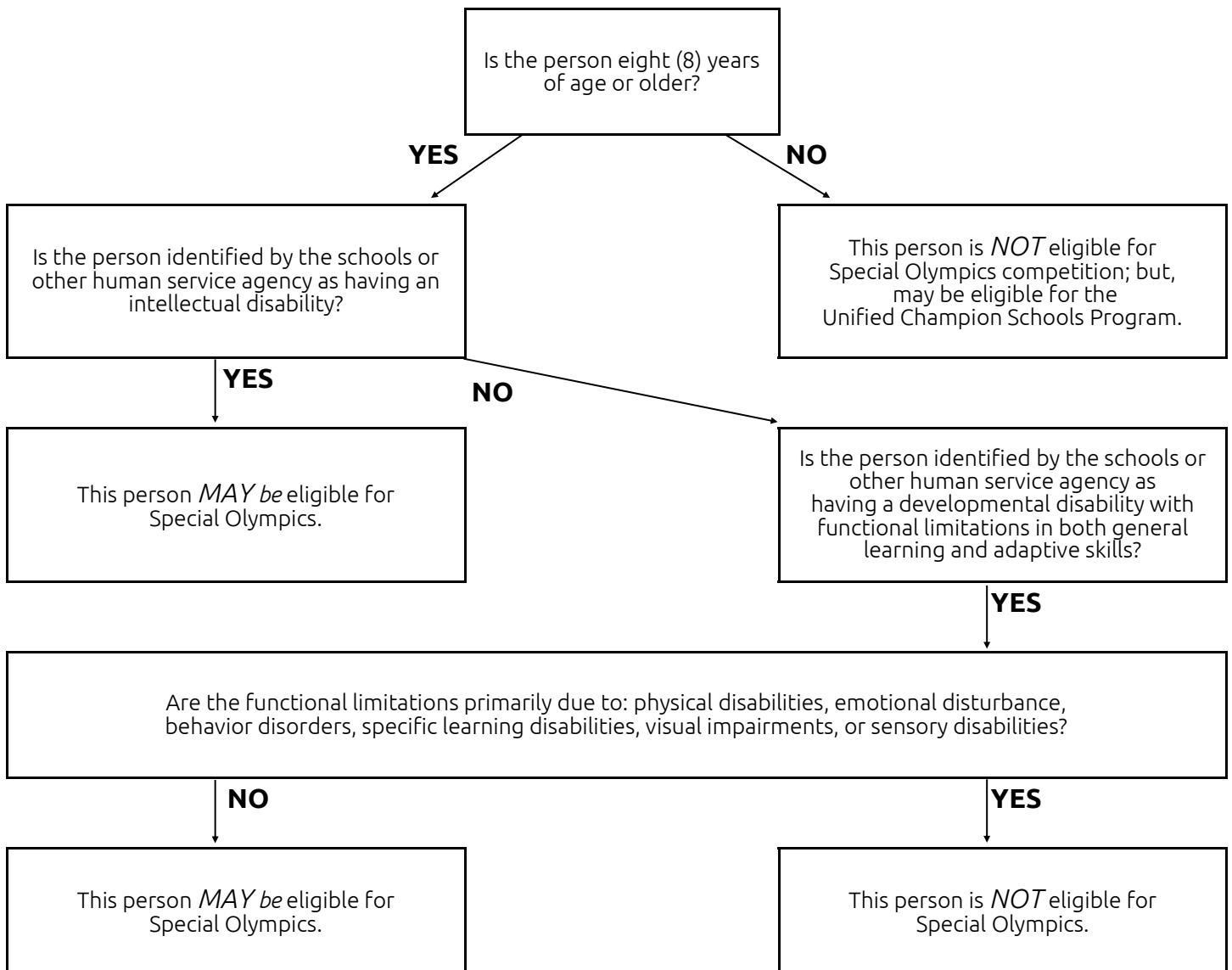
OR

have a closely related developmental disability such as those who have functional limitations, both in general learning and in adaptive skills such as recreation, work, independent living, self-direction, or self-care.

NOTE: People with functional limitations based solely on a physical, behavioral, emotional, specific learning disability, or sensory disability are not eligible. Special Olympics does not determine whether or not a person has an intellectual disability, but bases eligibility on the identification made by an agency or a professional.

For specific questions on eligibility, contact the State Office.

Who is eligible?

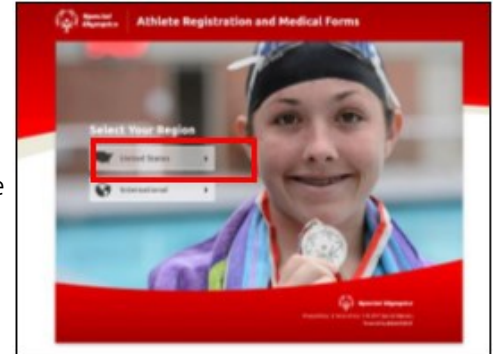


How to Complete the Online Health History And Release Form for Registration

If you are a Special Olympics Athlete or the parent/guardian/caregiver of a Special Olympics Athlete, these instructions are designed to help you electronically complete the Registration and Release forms, as well as the Health History portion of the medical form before you go to your doctor for the medical exam. There are seven (7) easy steps. If you have any trouble, contact your local County Coordinator.

STEP 1

- Go to <https://medform.specialolympics.org>
- Select "United States"
- Read the instructions on the next page and select "Start"
- State Program = INDIANA
- Local/Area/Delegation = County where athlete will participate in Special Olympics



NOTE: You cannot save and return to the form, so be prepared to answer all the health history questions. If you are familiar with the medical history of the athlete, it should only take 15-20 minutes to complete.

STEP 2

- Complete the registration and medical fields, as prompted. Required fields are marked with *
- Click "Continue" to move to next page

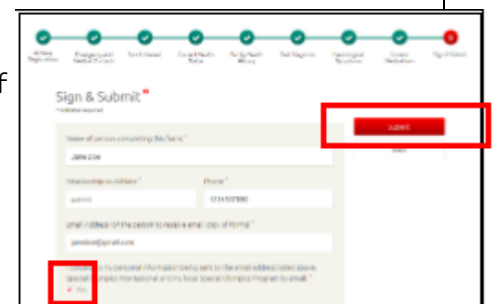
TIP: If you do not understand a question, click the  button to get more information and a description.

At the top of the screen you can see where you are in the process of the information to be submitted.



STEP 3

- On the last page, enter contact information for the person completing the form and who will be the one signing the release forms on the next step.
 - This person is the individual who will also receive a copy of the completed health history and signed release form
 - They should be legally able to sign forms on behalf of the athlete
- Check the Acknowledgement Box at the bottom.
- Click SUBMIT.






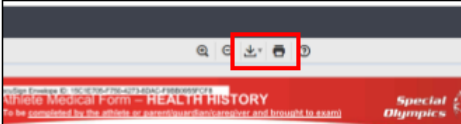
STEP 4

You will be taken directly to DocuSign to review and sign your forms.

- If prompted, check the "I agree" again and then click the "Continue" button.

If you do not want to continue with the electronic signature process you can select another option (e.g. print and sign) under "Other Actions"

How to Complete the Online Health History And Release Form for Registration (continued)

<p>STEP 5</p>	<p>Review the pages and make any necessary corrections, and then sign the release forms. There are two (2) places you will be asked to sign/initial:</p> <ol style="list-style-type: none"> 1. Athlete Release Form 2. Athlete Likeness Form <p>Once all the lines are signed, click FINISH.</p> <p>NOTE: The Finish button will not appear if a required field has not been completed.</p> <p>TIP: The first time you sign, you will be asked to adopt the signature.</p> <p><i>If the wrong signature line is showing up, go to Page 5 of the document and change the "Athlete Ability to Consent" to "NO" or "YES" as appropriate. This will change the signature line to the parent/guardian or athlete section accordingly. You will need to change the name.</i></p>	  
<p>STEP 6</p>	<p>All complete forms should have been sent to the email you indicated on the final page of the submission.</p> <ol style="list-style-type: none"> a. Open the email you receive from DocuSign, click on the red "View Forms" button. b. Select the "Printer" or "Download" icon at the top of the page to print or download a copy of the form. c. Print Pages 1-4 (or all if desired). Take Pages 1-4 to Licensed Medical Examiner for exam and signature. d. Return signed copy of ATHLETE MEDICAL FORM-PHYSICAL EXAM P.3 to County Coordinator. e. County Coordinator ONLY: Send PDF Version of Signed ATHLETE MEDICAL FORM-PHYSICAL EXAM to authorized medapp email at Special Olympics Indiana. 	
<p>STEP 7</p>	<p>When signed electronically, the health history and release forms will automatically be sent to Special Olympics Indiana. However, until the completed page 3 of the medical (the medical exam signed by a healthcare professional) is received by the program, the athlete is not registered for Special Olympics.</p>	
<p align="center">Thank you for taking the time to complete the Online Registration Form!</p>		

PARTICIPATION AND MEDICAL FORMS

1. All Athletes must complete the online Athlete Registration Process and have Medical on file with the county program and the State Office.
2. A Current and complete Medical Form must be completed prior to participation in any Special Olympics activity. The Medical must be on site at any Special Olympics activity
3. Medical Forms will be checked at registration for each event.
4. Athletes without Medical Forms will not be allowed to participate.

RETAINING APPLICATIONS

Applications for inactive athletes or Unified partners should be retained for a minimum of seven (7) years.

VOLUNTEER REGISTRATION

UNIFIED SPORTS® PARTNER, COACH, or VOLUNTEER

5 Steps to Becoming a Class A Volunteer. These steps are to all be completed in the Volunteer Management System (VMS).

STEP 1: APPLICATION

Each applicant will create an online account in VMS with their own email address. Once the account is created, they will be asked to complete an online application with contact information.

STEP 2: BACKGROUND SCREENING

Once the applicant's account is created in VMS, he/she will be asked to enter the necessary information. This will include their Social Security number. This information is required to complete the background screening through VMS.

STEP 3: COACH/VOLUNTEER ORIENTATION (CVO)

This training is mandatory for all Class A Volunteers. This is a one- hour video and power point session that contains information on the Special Olympics mission, history, organization, eligibility, and sports programs. It also provides information on the responsibly of volunteers for understanding, presenting, and reporting abuse or suspected abuse of athletes. There will be a quiz at the end of the session regarding the material covered.

STEP 4: PROTECTIVE BEHAVIORS TRAINING

Class A volunteers must complete the *Protective Behaviors* training. This training will focus on the prevention of abuse of Special Olympics athletes. There will be a brief quiz at the end of this training covering the material presented. Per Special Olympics Inc. (SOI), volunteers must repeat this training every three (3) years. Volunteers will be prompted in their VMS account when it is time to retake this training. Volunteers do not need to wait for the 3- year expiration to renew Protective Behaviors Training. They may do so at any time.

STEP 5: CONCUSSION AWARENESS TRAINING

This training session is a new requirement for all Class A Volunteers. The material covered in this training session is provided courtesy of the Centers for Disease Control and Prevention (CDC). This session will help prepare volunteers in the event that an athlete or Unified partner suffers a concussion. Once this training is completed, each volunteer will be asked to complete a quiz over the material that was covered.

For questions or assistance, contact volunteers@soindiana.org.

To access VMS, go to: <https://volunteers.soindiana.org/application>