



September 28, 2021

#### Memo: Injury Reporting at Competitions

An unfortunate occurrence at a competition is a person sustaining an injury. Skate Canada seeks out information regarding injuries at events in order to learn more about the types of injuries, when they occur, etc.

Skate Canada requires that all injuries are reported to Skate Canada via their Injury Reporting link (<https://members.skatecanada.ca/en-US/SignIn?ReturnUrl=%2Fen-US%2Fsafe-sport%2Fsubmit-an-incident-report%2F> ) within thirty (30) days of the incident.

It is the responsibility of the Local Organizing Committee (LOC) to gather the information surrounding the injury and submit the incidence to Skate Canada.

It is advised that LOC's have a few copies of the downloadable Injury Report so that you can quickly collect all information that is required to submit the report electronically (available at the link above). It is also advisable to have a couple copies with the first aid attendant so that they can collect information and provide it back to you.

(Please note that this is not a submission for insurance benefits/claims, it is a report on the injury and those involved.)

If you have any questions at all please do not hesitate to reach out to us and we will be happy to assist you.

Thanks,

Skate Canada Manitoba