

REPORTING PARTIES: WHAT TO EXPECT



Thank you for making a report to the U.S. Center for SafeSport. To help you navigate what happens next, we have answered some frequently asked questions about this stage of the process. Please reach out to us if you have more questions at process.navigators@safesport.org or leave us a voicemail at 720-531-9024.

Words to Know

- **Claimant:** a person reported to have experienced harm
- **Respondent:** a person reported to have caused harm

What Happens After I Report?

Our Initial Intake team will send you a confirmation email that we received your report. Then we need to determine if we have jurisdiction. We do that by contacting the National Governing Body (NGB) who provides membership records to our Initial Intake Team. The Initial Intake Team determines if we have authority over the Respondent(s).

If we do have jurisdiction, then we determine whether the Center will investigate the case or if the NGB will investigate.

- The Center handles **all** allegations of sexual misconduct and criminal charges involving child abuse. We also report all allegations of child abuse, including child sexual abuse, to law enforcement.
- The NGB handles **most** physical and emotional abuse allegations. If we refer your report to the NGB, our Intake team will notify you via email if you included an email address in your report.

Can I Make a Report Anonymously?

Yes, reports of abuse and misconduct may be made anonymously by leaving out your name and contact information. However, remaining anonymous may limit the Center's ability to investigate and/or respond to the information you provide. We also encourage you to keep a copy of the report that you submitted for your records. If you are an adult Participant, you may need proof that you fulfilled your reporting requirement.

Will You Tell Others I Reported?

The Center does not share incident reports or identify reporting parties. There are two exceptions. Reports with allegations that are not sexual in nature or involve criminal child abuse are typically referred to the NGB, which gives them the ability to investigate. Additionally, the Center may need to share information with law enforcement authorities.

Will You Tell Me What is Happening With the Case?

Reporting parties are not privy to updates or outcomes due to policies around confidentiality. Unless you are a Claimant, Respondent, or Advisor, it is unlikely that you will hear from the Center or NGB. We may or may not contact witnesses. Many cases resolve without needing to conduct formal interviews with witnesses.

What About Retaliation?

The [SafeSport Code](#) prohibits retaliation against someone for reporting to SafeSport or participating in our investigation. If this happens, you should report it to the Center. In cases where there is a perceived safety risk, we can impose Temporary Measures (TMs) to limit a Respondent's contact with you and/or the sporting community during the investigation.

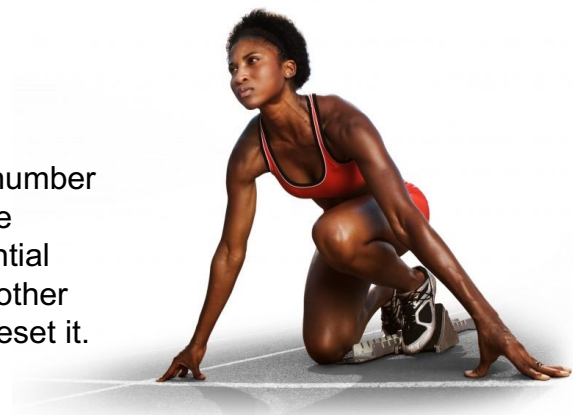
Our Process Navigators can also create a safety plan with you or provide ideas for relevant safety options outside our scope. That could include information about how you can file reports with law enforcement, seek an order of protection, send a cease-and-desist letter, and/or contact an attorney about civil action.

What if I Need to Report Additional Information or Add to My Report?

To submit more information to your initial report, please [file a new incident report on our website](#). Be sure to reference your initial report number or the name of the Respondent. Our Intake team will ensure it all gets merged.

If I Create an Account and Password When I Report, What Can I Access?

If you create an account, you can log in again. The incident report number (IR-202X-0XXXX) is your username. You will only be able to see the information you have provided. You will not have access to confidential updates and information added to the case file by Center staff and other parties. If you forget your password, we are not able to recover or reset it.



What if I Am in a Position of Authority at My Club/Organization and Need More Information?

We cannot provide you with updates and outcomes. Your NGB can provide summary versions of official notices from the Center to those they consider to be “need to know.” Any official updates about allegations, TMs placed on the Respondent, and outcomes will come from your NGB.

NGBs and Their Regional/Local Affiliated Organizations Can:

- Impose safety measures (e.g., no contact directives; modifying a Respondent’s schedule, duties, or access to certain areas)
- Make employment, membership, and rostering decisions (e.g., placing a respondent on leave during the investigation; terminating someone permanently from the club)

Who Should I Contact if I Have More Questions or Need Help?

Our Process Navigators can connect you with resources for support at any time throughout this process, even if you decide not to participate in the investigation. We offer services in both English and Spanish.

- **Send us an email:** process.navigators@safesport.org
- **Leave us a voicemail:** 720-531-9024

Emails and calls are usually returned during our business hours, Monday - Friday, 8 a.m. - 4 p.m. MT. We will return all messages by the end of the next business day.

We Can Help You Find:

- Answers about the Center’s Response & Resolution process
- Information about safety plans
- Free training options available for staff, parents, and minor athletes
- Information about sexual abuse (e.g., grooming, recovering, statistics), physical abuse (e.g., bullying, hazing), and emotional abuse (e.g., cyberbullying, harassment)
- Education about mental health topics (e.g., anxiety, depression, anger, PTSD, addiction, eating disorders, self-harm, suicidal thoughts) and how to discuss these difficult topics with young people
- Information about positive coaching and working with athletes with various disorders/diagnoses

This document is for educational purposes. It is meant to help explain the Center's legal documents and policies (e.g., the SafeSport Code). It does not replace or override them. The information in this document does not constitute legal or medical advice.