



## CLASSIFICATION NEWSLETTER

WORLD ARCHERY FEDERATION

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### 1. Newsletter

This is the first newsletter from the World Archery Classification Committee to International Classifiers and Classifier Candidates. The goal of this newsletter is to provide the classification team information on any changes or updates to forms or the Handbook, to discuss any ongoing or new issues arising from classifications or questions from archers, coaches or fellow classifiers and to present case studies to challenge you to think through different scenarios that may arise and discuss possible solutions or interpretations of the Handbook and rules for para archery. The plan is for the Classification Committee to publish a newsletter three times a year in January, May and September.

The Classification Committee includes:

Roman Suda, CZE – Head of Classification.  
Chiara Barbi, ITA  
Lars Meiworm, GER  
Nancy Littke, CAN

The past year for the Para Archery Committee and the Classification Committee has been very busy and very productive. A new Classifiers Handbook has been published and implemented since October 2017, new, easier to use forms have been developed and 2 classification seminars have been held to up-date existing International Classifiers and Candidates and to start the training of new classifiers. A program to ensure we have consistent training of new classifiers, to support current classifiers and to monitor the performance of our classification teams ensure consistency and accurate classification world wide has been developed and will be implemented this year. Details will be provided below.

The World Archery Para and Classification Committees held a very productive meeting on Mar 16-19 in Lausanne and many important strategic decisions were made that will guide WA Para Archery programs in the future. Keep tuned for information as it is released.

### Classification Handbook

Please note that there is a new version of the Handbook available on the Para Archery page of the WA website. It is the October 2017 version and it replaces the April 2017 version. There are minor changes in the updated document and links to various other resource documents have been included. Please download the new version and no longer reference the April version of the Handbook.



## **Data Base/Master List**

In collaboration with the IT team of World Archery, all information pertaining to classification will be collected and contained in the Individual Archers World Archery Data Base. This will allow the Classification Committee, Chief Classifiers, Judges and World Archery staff access to an archers general information, classification, classification status (including review dates) and assistive device information. Chief Classifier's will be provided access to this information as needed to organize a specific classification panel session. The Chief Classifier will also be provided access to the Drop Box containing all Medical Intake Forms and current classification forms for the 30 days up to the classification sessions.

## **Classification Form**

Upon reviewing past classification forms, it has become apparent that common errors or omissions are being made and these errors cause confusion for the athletes, extra work for classifiers and reflect on the professionalism of the classifier team. It is very important for each of us to monitor our own work and to review forms or work done by our partners in classification panels before any forms are signed by the archer and submitted to WA for inclusion in the data base.

Common errors include:

- Omitting to put an accurate diagnosis on the form. Both the sections indicating eligible impairment being tested and the ELIGIBLE condition or diagnosis boxes **MUST BE COMPLETED**;
- Omitting some assistive devices on the form – this makes it challenging for archers at equipment inspections;
- Omitting data on the first page – Gender, status, review dates. Omitting to include comments on the front page to explain any unusual dates, equipment or conditions placed on the classification. **ENSURE THAT THIS INFORMATION IS CLEARLY PRESENTED SO THAT ANOTHER CLASSIFIER OR JUDGE, WHO WAS NOT PRESENT DURING THE EVALUATION, CAN EASILY UNDERSTAND WHAT YOU HAVE INTENDED.**
- Assessing limbs or muscles that are not related to the eligible impairment – i.e. Upper Extremities in a T12 paraplegic, trunk or sitting balance in a Transtibial amputee. This adds loss of points that are not eligible to be included in the minimal criteria or classification selected. This may give the archer an unfair advantage over the rest of the competitors in the class.
- Assessing points on both thumb. We only must test the bow arm thumb.
- Assigning assistive devices such as stools or wheelchairs to athletes who “want” them rather than those who truly have POOR balance. Again, we must always remember the criteria for providing assistive devices:  
*Assistive devices are not intended for performance enhancement and must match the level of impairment as reported on the Medical Intake form and confirmed by bench and field testing. Their use is only to enable fair and equal sport, not to give any archer an advantage over another*
- The WA ID number of each archer must be included on the classification form. This code should be collected from the IT venue manager (or result manager) of the event before the beginning of the competition.



## Forms

The webpage now contains links to all the forms required for classification. **Please use only the forms found on the website and destroy all other copies.** Always ensure you download the most recent copy of any form directly from the WA Para page on the website.

The forms included on the site are:

- The Medical Intake form – this form now includes the front page with the National Archery Federation signature and seal, as well as the Medical information form to be completed and signed by the most responsible medical doctor. If the medical form has been translated into English by a professional translator, the doctor **MUST** sign the translation to confirm accuracy. Please also note that the CONSENT/PERMISSION FORM is now part of the Medical Intake Form and must be signed by the archer prior to evaluation.
- The VI Medical Intake form – changes made as above
- The Classification Form – this form has been corrected to ensure the dropdown menus are correct. **Please only use the form on the webpage** and no longer use any other forms.
- The Classification Master List - A Template form to fill out at the end of classification that includes all the information required for the WA Data Base and Para Archery Master List. This file should be sent to the chief classifiers appointed for a specific event.
- The webpage now includes copies of the World Archery Para Archery Protest Form and Appeal form to be used as needed by National Federations or by the Chief Classifier if initiating a Protest under Exceptional Circumstances.

Attached to this newsletter you will find a copy of the Chief Classifiers Guidebook and the classification room equipment list. Please use these documents as you work with the organizing committees of events hosting classification panels. NOTE: Chief Classifiers must check the event invitation package to ensure the classification email is correctly identified for member associations to send completed MIF's to and that the deadline for submission of the MIF is 30 days prior to the beginning of the classification at the event. You will also find a new Classification Event Report form attached. **Chief Classifiers are to use this form when submitted reports following a classification event.**

## Uniforms

The Para Committee has been lobbying WA on your behalf to obtain a standard Classifier uniform. We are hopeful that we will be able to obtain some shirts for our classifier teams that will identify us to all the archers on the field of play and in the classification rooms. Please send your appropriate shirt size to Roman Suda at [classification@archery.org](mailto:classification@archery.org) as soon as possible and he will send the information to WA.

Shirt size	Sm	Med	Large	XL	XXL	XXXL
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## International Classifier Training

An education program has been developed to train new International Classifier Candidates and to facilitate the ongoing education of current classifiers. The goal of this program is to have consistent training of all classifiers on the new Para Archery rules and the new Classifiers Handbook. IPC requires that all sport

federations must have a program that ensures the ongoing competence and performance of classifiers and must have a transparent, clearly defined system to train International Classifiers, to promote candidates to classifier status as well as to monitor the effectiveness and performance of International Classifiers under their jurisdiction. Please reference the 2015 IPC code document [International Standard for Classifier Personnel and Training September 2016](#)

[https://www.paralympic.org/sites/default/files/document/161004150059712\\_2016\\_10\\_04\\_International\\_Standard\\_for\\_Classifier\\_Personnel\\_and\\_training\\_0.pdf](https://www.paralympic.org/sites/default/files/document/161004150059712_2016_10_04_International_Standard_for_Classifier_Personnel_and_training_0.pdf)

The WA Classifier training program is outlined below. The Classification Committee will be developing the resources and case studies/exams over the next few months. Participation in the case study discussions provided 3 x/year and successful completion of the annual exam is mandatory to maintain status as an Active International Classifier or Candidate.

It will also be expected that classifiers are available to work a minimum of 1 classification panel every two years.

Any current classifiers who have not attended a Classifier seminar since September 2017 have been moved to ICC status. Any classifiers who have not participated in a classification event or have not provided availability for events in the last 2 years will be moved to ICC status. These individuals will return to IC status when they have attended a classifier seminar and participated in a classification event by 2019. Failure to do so will result in the potential removal of the individual from the current classifiers list.

## **2. Important changes to classification**

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A significant discussion was held about the authorization of Assistive Devices for Non-Eligible archers. Over the last few years, several archers, who have been classified NE due to ineligible conditions or impairments, or for not accumulating the minimum number of points after evaluation, have been authorized to use assistive devices in Able-bodied events. This practice is currently under consideration by World Archery. Until a final decision has been made on this issue no athletes with ineligible conditions will be evaluated.

### **Medical Intake Forms (MIF)**

All MIF submitted for a specific classification session **MUST** be submitted by the archers National Federation and must be sent a minimum of 30 days prior to the event to the classification email address: [classification@archery.org](mailto:classification@archery.org). No forms are to be accepted directly by the Chief Classifier for an event. The forms will be reviewed by the Head of Classification for completeness and to ensure an eligible diagnosis is present. All accepted forms will be sent to the Chief Classifier prior to the classification event to facilitate planning.

### **Requests for National Classification Seminar Instruction**

All requests by National Federations for International Classifiers to facilitate or teach a national level Classification Seminar are to be submitted to the Head of Classification for consideration and assignment of facilitators. It is very important that National Classifiers are trained in the same manner and systems as the International Classifiers to ensure consistency and accuracy when the nationally classified archers arrive at an International Classification. In the past, inconsistency in classification has resulted in archers applying



for International Classification being turned down or their classification changed significantly. This is not acceptable and very unfair to the athlete and the National Federation.

### **3. International Classifier Education and Training plan**

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Initial training –

- Eligible criteria – Medical certificate: Physical Therapist, Physician with experience in sport medicine, physiatry, neurology or orthopedics. National classifiers wishing to move into International Classifier team must also have the same educational background.
- attendance at a World Archery Classifier training seminar
- Successful completion of the written exam
- Successful completion of practical component of exam based on seminar facilitators observation

Participants will be awarded certificate as International Classifier or International Classifier Candidate based on previous experience, exam mark and practical skills.

Current International Classifiers

- Attendance at World Archery Classifier Conference since 2017 on new Handbook
- Successful completion of Seminar exam
- Active participation as classifier since 2015
- If these steps not completed will be moved to International Classifier Candidate Status until they have been completed. If 2 years have pasted and all three elements not completed, will be removed from the active classifier list.

Mandatory ongoing participation/training

- Attendance at WA International Classifier Conference, held at World Archery Outdoor Para Championships every 2 years. Must attend 1 in every 4 years.
- Identify availability for International Classifier panels – minimum - 1 event every 2 years
- Active participation in Case Study discussions 3x/year (Jan, May, Sept) as circulated by Classification Committee
- Successful completion of written exam yearly (Nov)

Promotion from International Classifier to Candidate

- This promotion will be made annually in December by the Classification Committee based on active involvement in mandatory activities, successful participation in classification panels, effective performance in classification.

Identification of performance issues

- Classification committee will monitor performance of all classifiers based on following:
  - Form completion – correct and complete

- Appropriate Identification of athletes appropriate for classification based on eligible impairments/diagnoses on MIF
- Appropriate testing and classification determination

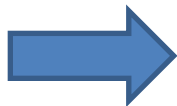
If performance issues are identified – strategies to address concerns will be identified and agreed upon between classifier and Classification Committee. These strategies will identify timelines and expectations to be completed. If these strategies do not achieve the desired, necessary changes the Classification Committee has the authority to remove an International Classifier/Candidate from the Classifier List. The Head of Classification may remove an individual from the list due to serious failures upon the confirmation of the Para Archery Committee and/or the Secretary General.

#### Inactive classifiers

International classifiers – ongoing participation requirements not completed in 2 years



Move to International Classifier Candidate List – if ongoing participation requirements still not completed within 2 years



Removed from International Classifier List

#### 4. Mandatory Case Study Exercise

THESE CASE STUDIES MUST BE COMPLETED AND THE ANSWERS RETURNED TO [classification@archery.org](mailto:classification@archery.org) NO LATER THAN **JUNE 30, 2018**. THIS EXERCISE IS A MANDATORY PART OF THE ONGOING CLASSIFIER TRAINING PROGRAM

- 1) As Chief classifier you have received this request.

*We have a classified archer, with a shoulder impingement on the string arm, among other things. When he was classified he had just recently started shooting his bow. Now he is really trying to step up his game and he was training 3-4 hours every day, in early winter. This meant his disabled shoulder got rapidly worse, and the doctor blames it on the overuse of already impaired shoulder. We know that some archers are using shoulder trigger, and many of his fellow shooters from other countries are telling our shooter that he should also try it. But shoulder triggers are not simple to make nor cheap to buy. Can someone please advise us on how we can find out if we can use it, or what we have to provide to be able to use it or something else that allows him to continue doing his sport without risking his future. We must find some solution because he can't draw the bow any longer without risking damaging his disabled shoulder more.*

You look at the classification card for this archer and discover the diagnosis on his classification card is "Brachial Plexus injury from birth (Erb's Palsy) on the same side as the impingement. On the original card, his total loss was 26 points in the upper limb – Flex 3, Ext 0, Abd 1, Add 3, Int Rot 5, Ext Rot 0, Elbow Flex 4, Elbow Ext 3, Sup 3, Pro 4, Wrist Flex 4, Ext 4, Sup 5, Pron 5.

What would your answer to this request be. Provide your justification for the answer given.

- 2) An archer has arrived at classification with this impairment. The individual has full range of motion and strength in both the wrist and the remaining digit.

How would you assess this hand and what scores would be recorded on the classification card? Would this likely be classified as an eligible Para Archer? What would the classification be? Provide your justification for your decisions and results.

