

October 17, 2022

JT Batson
Chief Executive Officer
U.S. Soccer Federation
1801 S. Prairie Ave.
Chicago, IL 60616

Dear Mr. Batson:

Please find enclosed the U.S. Center for SafeSport's 2022 Final Administrative Audit Report of the U.S. Soccer Federation. Thirty (30) days from today, this report will be posted in the Audit & Compliance section at www.uscenterforsafesport.org. Please accept our appreciation for your attentiveness and all the time and effort it took to prepare for this audit.

We strive for the audit process to be productive and beneficial and hope that you found it to be so. If you have any additional questions, concerns or suggestions, please do not hesitate to reach out.

Best Regards,



Hannah Hinton
Vice President, Audit & Compliance

Enclosure

cc:

Mr. Sean Boyle
Ms. Cindy Cone
Ms. Nicole Deal
Ms. Bria Duvall
Mr. Greg Fike
Ms. Meara Gonzalez
Ms. Sarah Hirshland
Ms. Alison Kocoras
Ms. Holly Shick
Ms. Laurel Travis
Selected Center Staff Members

2022 ADMINISTRATIVE AUDIT REPORT

AUDIT AND COMPLIANCE DEPARTMENT

NGB/PSO NAME:

U.S. Soccer Federation

ADMINISTRATIVE AUDIT SITE:

Virtual

ADMINISTRATIVE AUDIT DATE:

August 12, 2022

BACKGROUND AND AUDIT PURPOSE

The U.S. Center for SafeSport (the Center) is committed to building a sport community in which individuals can work and learn together in an atmosphere free of emotional, physical, and sexual abuse and misconduct. Federal law 36 U.S.C. §220541 authorizes the Center to develop and enforce abuse prevention policies and procedures that the U.S. Olympic & Paralympic Committee (USOPC) and its National Governing Bodies (NGBs) and Paralympic Sports Organizations (PSOs) must implement.

In accordance with that law, the Center has been granted authority to complete regular and random audits of NGBs, PSOs, and the USOPC. The Center objectively evaluates adherence and level of compliance to the requirements set forth in the SafeSport Code (the Code) and the Minor Athlete Abuse Prevention Policies (MAAPP).

AUDIT SCOPE

This 2022 audit is based on Administrative Audit Standards articulated in the Audit and Compliance Manual released by the Center on Jan. 11, 2022.

The audit covered the following areas:

- > EDUCATION AND TRAINING
- > COMMUNICATION AND REPORTING
- > QUALITY CONTROL
- > LOCAL AFFILIATED ORGANIZATIONS

AUDIT SUMMARY

Based on the audit methodology, the Center made findings as to whether standards in Appendix A were met for Education and Training, Communication and Reporting, Quality Control, and Local Affiliated Organizations (applying scoring guidelines in Appendix B).

SCORING SUMMARY	
STANDARD	SCORE
EDUCATION AND TRAINING	IMPLEMENTED
COMMUNICATION AND REPORTING	IMPLEMENTED
QUALITY CONTROL SYSTEM	IMPLEMENTED
LOCAL AFFILIATED ORGANIZATIONS	IMPLEMENTED

AUDIT METHODOLOGY

During the audit, the Center:

- Reviewed policies and procedures
- Evaluated processes
- Administered implementation fidelity testing
- Interviewed individuals responsible for compliance with Center requirements

AUDIT AREA: EDUCATION AND TRAINING

REQUIREMENTS:

1. Identify all Adult Participants in the organization required to annually (every 12 months) complete U.S. Center for SafeSport training.
2. Track all above Adult Participants in a database or spreadsheet and provide the list to the Center.
3. Mark any Adult Participant who has not completed the required training in Organization database or membership system as “not in good standing” and show proof of automated process or written policy that ensures these individuals are prevented from participation or from having regular contact or authority over amateur athletes who are minors. Staff and board members must be trained annually (every 12 months) regardless of participation or activity.
4. Annually (every 12 months) offer and give training to minor Athletes regarding prevention and reporting of child abuse. Ensure these trainings are communicated to minor Athletes by either email or newsletter. Get parental consent prior to their completion of training. Track the following:
 - a. A description of the training
 - b. The date the training was offered and given
 - c. A description of how the training was offered and given
5. Annually (every 12 months) offer and give training to parents regarding prevention and reporting of child abuse. Ensure these trainings are communicated to parents by either email or newsletter. Track the following:
 - a. A description of the training
 - b. The date the training was offered and given
 - c. A description of how the training was offered and given

SCORE:

Implemented

RATIONALE:

Requirements No. 1 is satisfied.

Requirement No. 2 is satisfied. Of the 8 names randomly selected for testing, 8 (100%) were either properly included on or properly excluded from the list of Adult Participants required to complete the Center’s SafeSport training.

Requirement No. 3 is satisfied. Of the 103 names randomly selected for testing, 103 (100%), had completed training or were marked appropriately in the US Soccer Federation (USSF) membership system.

Requirements Nos. 4 and 5 are satisfied. US Soccer Federation (USSF) offered the Center’s minor athlete training and parent training via email communication on October 14, 2021. USSF plans to continue to send communications via email prior to all events where minor athletes are participating as well as in their monthly newsletters.

CORRECTIVE ACTIONS:

No Corrective Actions required.

AUDIT AREA: **EDUCATION AND TRAINING**

MANAGEMENT RESPONSE

RESPONSIBLE INDIVIDUAL: N/A

PROJECTED DEADLINE: N/A

CORRECTIVE PLAN:

No Management Response required.

AUDIT AREA: **COMMUNICATION AND REPORTING**

REQUIREMENTS:

1. Post the Organization's 2022 Center-approved MAAPP: Minor Athlete Abuse Prevention Policies (to include the Education & Training Policy and the Required Prevention Policies) on Organization website no later than January 1, 2022.
2. Provide direct communication of the Organization's 2022 Center-approved MAAPP (to include the Education & Training Policy and the Required Prevention Policies) to all members and Adult Participants no later than January 1, 2022, by either email or newsletter, and thereafter at least every new NGB membership cycle.
3. Have a mechanism on the Organization's public website (e.g., a form, link, or contact info for an athlete safety liaison) enabling individuals to report all concerns involving alleged sexual misconduct, physical misconduct, emotional misconduct, or violations of the MAAPP.
4. Provide direct communication of the reporting mechanism in requirement #3 (separate from link to Organization's full Athlete Safety policy) to all members and Adult Participants no later than January 1, 2022, by either email or newsletter, and thereafter at least every new NGB membership cycle.
5. Provide the Organization's written protocol for communicating the Quality Control System (see Standard #3) to all sanctioned event directors of the Organization.
6. Provide the Organization's written protocol for communicating to all event participants within the Organization, the Center-approved Education and Training Policy and Required Prevention Policies and reporting protocols for all concerns involving alleged sexual misconduct, physical misconduct, emotional misconduct, or violations of the MAAPP.

SCORE:

Implemented

RATIONALE:

Requirement No. 1 is satisfied. US Soccer Federation had their Center-approved MAAPP posted on their website by January 1, 2022 (on October 4, 2021).

Requirement No. 2 is satisfied. US Soccer Federation communicated their Center-approved MAAPP and Education & Training Policy and the Required Prevention Policies to all event participants and Adult Participants via emailed newsletter on December 17, 2021. US Soccer Federation stated that they have never had last-minute substitutions at sanctioned events. However, they have a policy in place for the potential of having last-minute coach substitutions in the future. The policy did not state explicitly that last-minute coach substitutions must receive the MAAPP and the reporting mechanism. This finding did not impact the score.

Requirement No. 3 is satisfied. US Soccer Federation has a reporting mechanism on their public website enabling individuals to report all concerns involving alleged sexual misconduct, physical misconduct, emotional misconduct, or violations of the MAAPP.

Requirement No. 4 is satisfied. US Soccer Federation communicated the reporting mechanism to all event participants and Adult Participants via email newsletter on December 17, 2021. In the newsletter was a direct link to USSF's reporting form, as well as a link directly to the Center's reporting web page and contact phone number. US Soccer Federation stated that they have never had last-minute substitutions at sanctioned events. However, they have a policy in place for the potential of having last-minute coach substitutions in the future. The policy did not state explicitly that last-minute coach substitutions must receive the MAAPP and the reporting mechanism. This finding did not impact the score.

AUDIT AREA: **COMMUNICATION AND REPORTING**

Requirement No. 5 is satisfied. US Soccer Federation provided a written policy that demonstrated their protocol to communicate their Quality Control System to all sanctioned event organizers by email 30 days prior to the start of a sanctioned event.

Requirement No. 6 is satisfied. US Soccer Federation provided a written policy that demonstrated their protocol to communicate their Center-approved Education and Training Policy, Required Prevention Policies, and reporting protocols to all event participants via email sent upon completed delegation list for invitational camps within 30 days prior to the event.

CORRECTIVE ACTIONS:

USSF must update its policy to add protocols ensuring that all last-minute substitutions at sanctioned events receive the MAAPP and the reporting protocol.

MANAGEMENT RESPONSE

RESPONSIBLE INDIVIDUAL: Alison Kocoras

PROJECTED DEADLINE: October 7, 2022

CORRECTIVE PLAN:

U.S. Soccer has edited its Quality Control Process to include that last-minute participants will receive information about U.S. Soccer's MAAPP and reporting information from events staff who will provide a link to USSF's policies on www.safesoccer.com. We have uploaded the revised Quality Control Process to the document collection section on Audit Board.

AUDIT AREA: **QUALITY CONTROL SYSTEM**

REQUIREMENTS:

1. Organization must implement a Quality Control System to ensure that individuals on the Organizational Exclusion List are unable to participate in any event, program, activity, or competition authorized by, organized by, or under the auspices of the Organization. The Quality Control System also must ensure that individuals who are required to be but are not SafeSport Trained are either prevented from participating or are in a role that does not include regular contact or authority over amateur athletes who are minors.
2. Quality Control System must include the Organization's written implementation protocol—clear action steps to effectuate policies—pertaining to all participant registration and onsite check-in. This written protocol must include and address the following:
 - a. One-day/short-term memberships
 - b. Day-of participant registration (of athletes, volunteers, coaches, officials, etc.)
 - c. On-site registration/participation (of athletes, volunteers, coaches, officials, etc.)
 - d. Last-minute substitutions (of personnel such as referees, volunteers, etc.)
 - e. Oversight procedures by the Organization when their staff is not on-site at sanctioned events

SCORE:

Implemented

RATIONALE:

Requirement No. 1 is satisfied. US Soccer Federation's (USSF) Quality Control System (QCS) ensures individuals on the Organizational Exclusion List (OEL) are unable to participate in all events. USSF's QCS also ensures that individuals who are required to be but are not SafeSport trained are prevented from participating by only allowing individuals who meet the USSF requirements to be on the delegation list for any event.

Requirement No. 2(a), (b), and (c) are not applicable. US Soccer Federation's (USSF) does not allow one-day/short-term memberships nor day-of or on-site registration at sanctioned events.

Requirement No. 2(d) is satisfied. US Soccer Federation stated that they have never had last-minute substitutions at sanctioned events. However, they have a policy in place for the potential of having last-minute coach substitutions in the future. USSF's policy states 'U.S. Soccer events personnel and/or team manager must verify training and screening compliance for any last-minute staff substitution that occurs prior to the event ('screening compliance' includes background checks and checking against the OEL). Event personnel must request and verify the participant's training certificate or contact U.S. Soccer's Safe Sport Coordinator to verify compliance'. USSF's policy also requires all event participants be screened against the Center's Disciplinary Database or OEL.

Requirement No. 2(e) is not applicable. US Soccer Federation's does not allow sanctioned events to be run outside of USSF. USSF maintains control over all sanctioned events/camps and states that they always have staff present at the events.

CORRECTIVE ACTIONS:

No Corrective Action required.

AUDIT AREA: **QUALITY CONTROL SYSTEM**

MANAGEMENT RESPONSE

RESPONSIBLE INDIVIDUAL: N/A

PROJECTED DEADLINE: N/A

CORRECTIVE PLAN:

No Management Response required.

AUDIT AREA: LOCAL AFFILIATED ORGANIZATIONS

REQUIREMENTS:

1. Organization must provide direct communication of the 2022 Center-approved MAAPP (to include the Education & Training Policy and Required Prevention Policies) sent to all LAOs, by email or newsletter, by January 1, 2022, and thereafter at least every new NGB membership cycle.
2. Organization's 2022 Center-approved Education & Training Policy and Required Prevention Policies must require LAOs to adhere to at least the minimum requirements of the NGB's MAAPP.

SCORE:

Implemented

RATIONALE:

Requirement No.1 is satisfied. US Soccer Federation provided their communication of the 2022 Center-approved MAAPP (including their Education & Training Policy and Required Prevent Policies) sent to all of their LAOs' administrators on December 31, 2021.

Requirement No.2 is satisfied. US Soccer Federation requires in their 2022 Center-approved MAAPP that LAO administrators must adhere to the minimum standards of the MAAPP. USSF allows for their local affiliate organizations (LAO) to create their own MAAPP but still requires that, at a minimum, they follow the Center-approved MAAPP.

CORRECTIVE ACTIONS:

No Corrective Action required.

MANAGEMENT RESPONSE

RESPONSIBLE INDIVIDUAL: N/A

PROJECTED DEADLINE: N/A

CORRECTIVE PLAN:

No Management Response required.

1. EDUCATION AND TRAINING

1. Identify all Adult Participants in the organization required to annually (every 12 months) complete U.S. Center for SafeSport training (e.g., adult athletes who have regular contact with amateur athletes who are minors, coaches, board members, employees, interns, volunteers, officials).
2. Track all above Adult Participants in a database or spreadsheet and provide the list to the Center.
3. Mark any Adult Participant who has not completed the required training in Organization database or membership system as “not in good standing” and show proof of automated process or written policy that ensures these individuals are prevented from participation or from having regular contact or authority over amateur athletes who are minors. Staff and board members must be trained annually (every 12 months) regardless of participation or activity.
4. Annually (every 12 months) offer and give training to minor Athletes regarding prevention and reporting of child abuse. Ensure these trainings are communicated to minor Athletes by either email or newsletter. Get parental consent prior to their completion of training. Track the following:
 - a. A description of the training
 - b. The date the training was offered and given
 - c. A description of how the training was offered and given
5. Annually (every 12 months) offer and give training to parents regarding prevention and reporting of child abuse. Ensure these trainings are communicated to parents by either email or newsletter. Track the following:
 - a. A description of the training
 - b. The date the training was offered and given
 - c. A description of how the training was offered and given

2. COMMUNICATION AND REPORTING

1. Post the Organization’s 2022 Center-approved MAAPP: Minor Athlete Abuse Prevention Policies (to include the Education & Training Policy and the Required Prevention Policies) on Organization website no later than January 1, 2022.
2. Provide direct communication of the Organization’s 2022 Center-approved MAAPP Education and Training Policy and Required Prevention Policies to all members and Adult Participants no later than January 1, 2022 by either email or newsletter, and thereafter at least every new NGB membership cycle.
3. Have a mechanism on the Organization’s public website (e.g., a form, link, or contact info for an athlete safety liaison) enabling individuals to report all concerns involving alleged sexual misconduct, physical misconduct, emotional misconduct, or violations of the MAAPP.
4. Provide direct communication of the reporting mechanism in requirement #3 (separate from link to Organization’s full Athlete Safety policy) to all members and Adult Participants no later than January 1, 2022 by either email or newsletter, and thereafter at least every new NGB membership cycle.
5. Provide the Organization’s written protocol for communicating the Quality Control System (see Standard #3) to all sanctioned event directors of the Organization.
6. Provide the Organization’s written protocol for communicating, to all event participants within the Organization, the Center-approved Education and Training Policy and Required Prevention Policies and reporting protocols for all concerns involving alleged sexual misconduct, physical misconduct, emotional misconduct, or violations of the MAAPP.

3. QUALITY CONTROL SYSTEM

1. Organization must implement a Quality Control System to ensure that individuals on the Organizational Exclusion List are unable to participate in any event, program, activity, or competition authorized by, organized by, or under the auspices of the Organization. The Quality Control System also must ensure that individuals who are required to be but are not SafeSport Trained are either prevented from participating or are in a role that does not include regular contact or authority over amateur athletes who are minors.
2. Quality Control System must include the Organization's written implementation protocol—clear action steps to effectuate policies—pertaining to all participant registration and onsite check-in. This written protocol must include and address the following:
 - a. One-day/short-term memberships
 - b. Day-of participant registration (of athletes, volunteers, coaches, officials, etc.)
 - c. On-site registration/participation (of athletes, volunteers, coaches, officials, etc.)
 - d. Last-minute substitutions (of personnel such as referees, volunteers, etc.)
 - e. Oversight procedures by the Organization when their staff is not on-site at sanctioned events

4. LOCAL AFFILIATED ORGANIZATIONS

1. Organization must provide direct communication of the 2022 Center-approved MAAPP (to include the Education & Training Policy and Required Prevention Policies) sent to all LAOs, by email or newsletter, by January 1, 2022, and thereafter at least every new NGB membership cycle.
2. Organization's 2022 Center-approved Education & Training Policy and Required Prevention Policies must require LAOs to adhere to at least the minimum requirements of the NGB's MAAPP.

NOT IMPLEMENTED

A finding of this type indicates a minimal reduction in risk to Minor Athletes and reveals what is determined to be a poor environment of safety and well-being for Minor Athletes. This can result from, but is not limited to, the following:

- Complete absence of policies and/or relevant and supporting documentation where required
- Complete absence of communication to Adult Participants regarding specific policy/requirements
- Complete absence of reporting and oversight structure for Required Prevention Policy violations
- Less than 70% compliance on Education & Training requirements

PARTIALLY IMPLEMENTED

A finding of this type indicates a moderate reduction in risk to Minor Athletes and reveals what is determined to be a limited environment of safety and well-being for Minor Athletes. This can result from, but is not limited to, the following:

- Presence of policies but missing relevant and supporting documentation
- Presence of policies that do not meet the mandatory minimum requirements of the MAAPP
- Not adequately or consistently providing communication to Adult Participants regarding policy/requirements
- Lack of an adequate reporting and oversight structure for Required Prevention Policy violations
- Above 70% and below 90% compliance on Education & Training requirements

IMPLEMENTED

A finding of this type indicates a significant reduction in risk to Minor Athletes and reveals what is determined to be a satisfactory environment of safety and well-being for Minor Athletes. This can result from, but is not limited to, the following:

- Presence of policies and all relevant and supporting documentation provided where required
- Adequate and consistent communication to Adult Participants
- Adequate reporting and oversight structure for Required Prevention Policy violations
- 90% or higher compliance on Education & Training requirements