

## Medical Management Policy

Rowing Australia has created a process of managing an athlete's medical information that aims to best serve both the athlete and the sport. At all times the athlete's well-being is of utmost importance, and the principle of confidentiality of medical information remains paramount. However, there is a need for the Rowing Australia (RA) Principal Medical Officer, Lead Physiotherapist and Coaching Staff within the Australian Rowing Team (ARTeam) to receive a certain amount of relevant information. This information is important to ensure the best possible medical care when planning for an athlete shifting training locations, joining an overseas touring team or for matters of selection.

The first stage of the policy outlines the process that an athlete and coach need to follow when an injury or illness occur. There are additional comments about the Rowing Australia Anti-Doping Policy, Private Health Insurance and the Rowing Australia Preferred Provider Medical Network. There is also additional information on the medical exemption process and a copy of the Rowing Australia Injury / Illness Report Form is included. Finally the consent document is included that will enable an athlete's medical and personal information to be transferred within this system where necessary.

### **1 The Athlete's Obligations – Illness and Injury**

Immediately upon becoming ill or injured, the athlete shall:

- 1.1 Take all reasonable steps to minimise any further illness or injury;
- 1.2 Notify their crew coach of the fact of the illness or injury and such details about the nature and prognosis as they request;
- 1.3 Attend a medical practitioner and/or other health professional for an examination. All tiered athletes should, in the first instance, attend a RA Preferred Provider.
- 1.4 Wherever possible, an athlete should attend medical practitioners or health professionals that are part of the RA Preferred Provider Medical Network, unless it is an emergency. Refer to Paragraph 5 for further information on the RA Medical Network.
- 1.5 By attending a RA Preferred Provider, the athlete ensures that injury and illness information is entered into the AMS (athlete management system) medical & injury record. This information is then accessible by the PMO and Lead Physiotherapist, removing the need for the athlete and treating Practitioner to complete the RA injury / illness report form
- 1.6 If attending a non SIS/SAS or RA Preferred Provider, the athlete should attend the examination with the RA Injury/Illness Report Form and ensure that it is completed prior to leaving the examination.

1.7 Ensure that this form is forwarded to the relevant people.

1.7.1 For SIS/SAS Scholarship Athletes no form is required if notes are entered into the Athlete Management System (AMS) – an electronic medical record, accessible by the PMO

1.7.2 For all athletes nominating for Junior or Under 23 National Selection, the form is to be submitted to the relevant State Talent Pathway Coordinator, or the National Talent Pathway Manager if a STPC is not available.

1.8 Follow to the best of his/her ability the recommended advice of the medical professional and/or allied health professional;

1.9 Report to the State Academy/Institute Head Coach, State Talent Pathway Coordinator, RA Principal Medical Officer and where appropriate the RA Lead Physiotherapist on a regular basis, as determined by any of the above listed parties, on the status of the illness and injury; and

Failure to follow these steps will jeopardise an athlete's chances of final selection in National Teams.

## **2 The Coach's Obligations – Illness and Injury**

Immediately upon an athlete becoming ill or injured, the coach shall:

2.1 Take all reasonable steps to minimise any further illness or injury;

2.2 Direct the athlete to attend a medical practitioner in accordance with this Medical Management Policy and/or other health professional who is part of the RA Preferred Provider network as soon as possible.

2.3 Ensure that the athlete follows the process outlined above for communication about their injury or illness to the RA PMO or State Talent Pathway Coordinator

2.4 Work with the athlete to allow them to follow to the best of his/her ability the recommended advice of the medical professional and/or health professional; and

2.5 Ensure that the athlete is keeping the State Academy/Institute Head Coach, State Talent Pathway Coordinator, RA Principal Medical Officer and RA Lead Physiotherapist informed on a regular basis of the status of the illness and injury.

## **3 Private Health Insurance**

3.1 All Athletes and Coaches are strongly advised to take out private health insurance (Including 'Top Hospital' cover, and in the case of athletes, 'Extras' cover).

3.2 If you do not carry Private Health Insurance you will be responsible for any medical expenses incurred during the season.

3.3 National Training Centres may provide some reimbursement for the out of pocket cost or "gap" between their private insurance and the consultation cost for scholarship athletes under the terms of the scholarships. Please contact your NTC for details.

3.4 Rowing Australia will not pay any medical expenses incurred by an athlete or coach outside of a tour, unless part of a pre-arranged athlete funding package.

## 4 Anti-Doping Policy

- 4.1 All athletes and coaches are required to adhere to Rowing Australia's Anti-Doping Policy available from the RA website at <http://www.rowingaustralia.com.au/rowing-australia-policies/>.
- 4.2 For athletes using restricted substances as defined by ASADA and WADA, it is the athlete's responsibility to ensure that RA is always in possession of a current TUE.

## 5 Rowing Australia Preferred Provider Medical Network

- 5.1 Medical practitioners and other health professionals have been selected to be part of the RA Preferred Provider Medical Network on the basis of their relevant qualifications and experience in working with elite athletes. It is therefore highly recommended that athletes attend these practitioners.
- 5.2 Athletes should look to the RA website for the current RA Preferred Provider Medical Network list. This is published annually.
- 5.3 All information supplied by the RA Preferred Provider network will remain confidential to the PMO and members of the RA Medical Networks. Where relevant to National Selection, the National Team Performance Director, Head Coaches, Selection Panel and relevant medical support staff may be informed as necessary.

## 6 Medical Exemption process for on water and ergo selection requirements

- 6.1 Any athlete who is not in full training for four or more days due to illness, injury or other circumstances should have a return to rowing (RTR) program created (refer to AIS White Paper on Prescription of Training Load, May 2015 for further background – available from the RA website)
- 6.2 For athletes nominating for selection in the Senior A Team (including for consideration for nomination to the AOC or APC):
  - 6.2.1 In the Olympic year all Olympic Shadow Team and Paralympic Long List members should have their RTR program created using the ARTeam template
  - 6.2.2 Any injury RTR plan for Olympic Shadow Team and Paralympic Long List should be approved by Kellie Wilkie (RA Lead Physiotherapist - [kellie.wilkie@rowing.ausportnet.com](mailto:kellie.wilkie@rowing.ausportnet.com))
  - 6.2.3 Any illness RTR plan for Olympic Shadow Team and Paralympic Long List should be approved by Dr Larissa Trease (RA PMO – [larissa.trease@rowing.ausportnet.com](mailto:larissa.trease@rowing.ausportnet.com))
- 6.3 From time to time some athletes may be unwell or have minor injuries on the day of the prescribed selection ergo or event. In these circumstances:
  - 6.3.1 An athlete will be required to undergo a medical examination by a medical practitioner or other health professional in accordance with this Medical Management Policy, and athletes consent to the provision of information from any such practitioner or professional to the Selectors and RA;
  - 6.3.2 an exemption may be approved in accordance with the relevant Selection Policy;

6.3.3 it is expected that all athletes granted an exemption must complete make-up activities, in particular ergometer testing and lab testing where possible. The make-up activities shall be advised following consultation with the PMO, and the athlete and coach shall have the obligations outlined in this Medical Management Policy.

6.4 On rare occasions, an athlete may have an illness or injury which precludes the completion of a particular selection activity. In these circumstances:

6.4.1 An athlete will be required to undergo a medical examination by a medical practitioner or other health professional in accordance with this Medical Management Policy, and athletes consent to the provision of information from any such practitioner or professional to the Selectors and RA;

6.4.2 In accordance with the Selection Policy, the athlete may be exempted entirely from the activity at the sole discretion of the RA National Team Performance Director following consultation with the PMO.

### **Athlete Consent for Disclosure of Medical and Personal Information**

#### **1 Disclosure of Medical Information**

On nominating for National Selection, I agree that I will:

1.1. As a Senior Team aspiring athlete:

1.1.1. Complete a Medical and Musculoskeletal screening with an RA Preferred Provider

1.1.2. That this screening will be completed within the Athlete Management System (AMS)

1.2. As an U23, U21 or Junior aspiring athlete:

1.2.1. Complete the Medical screening questionnaire within AMS

1.2.2. Have my Medical screening questionnaire reviewed by either a RA Preferred Provider or my local GP & my fitness to compete in the sport of rowing confirmed by this Practitioner

1.3. Upon request, I will disclose to the RA Principal Medical Officer:

1.3.1. full details of all Conditions which have affected my training or my performance in competition in the past and the names and addresses of all Health Care Providers who I have consulted in respect of such Conditions;

1.3.2. full details of all Conditions which affect my training or performance in competition;

1.3.3. full details of all medications, vitamins and supplements that I take, use or are administered to me; and

1.3.4. the names and addresses of all Health Care Providers that I have consulted in respect of Conditions which affect or may affect my training or performance in competition.

## 2 Authorisation Regarding Medical Information

On nominating for National Selection, I authorise:

- 2.1 the RA PMO, Lead Physiotherapist, ARTeam Sports Medicine Practitioners and National Training Centre Sports Medicine Providers to access and contribute to my electronic medical file (Athlete Management System / AMS), including but not limited to recording consultations, injury records, attaching results from investigations and correspondence from other Medical providers
- 2.2 the RA Principal Medical Officer and where appropriate the RA Lead Physiotherapist to obtain any information considered relevant from any Health Care Provider that I have consulted or will consult in respect of a Condition (past or current) which may affect my training or performance in competition;
- 2.3 each Health Care Provider who I have consulted or will consult in respect of a Condition which may adversely affect my health or training or performance in competition to provide and release any information considered relevant by the Health Care Provider to the RA Principal Medical Officer and/or RA Lead Physiotherapist;
- 2.4 any Health Care Provider who I have consulted or will consult to provide and release to the RA Principal Medical Officer and/or RA Lead Physiotherapist any information or evidence obtained during any consultation that indicates that:
  - 2.4.1 I may have committed an Anti-Doping Policy violation; or
  - 2.4.2 another person may have committed an Anti-Doping Policy violation.
- 2.5 any Health Care Provider that I have consulted or will consult to provide and release to the RA Principal Medical Officer information relevant to any Condition that I may suffer should the Health Care Provider consider that:
  - 2.5.1 the Condition has the potential to adversely affect my health;
  - 2.5.2 the Condition has the potential to adversely affect my training or performance in competition; or
  - 2.5.3 consultation with another Health Care Provider is appropriate for the treatment or management of the Condition.
- 2.6 the RA Principal Medical Officer and RA Lead Physiotherapist to provide and release:
  - 2.6.1 details of any condition referred to in paragraphs 2.1, 2.2 and 2.4; and
  - 2.6.2 information or evidence referred to in paragraph 2.3,
  - 2.6.3 to any Health Care Provider, the RA High Performance Director and National Head Coaches, or other relevant NRCE / RA personnel having a need to know this information
- 2.7 RA to retain any medical information obtained in respect of me commencing from my signing of this Agreement, and the results of any tests or examinations carried out on me for use in research and publication in medical or scientific papers provided that such publication is done in such a way that my identity is not disclosed.

### **3 Personal Information**

I acknowledge and agree that:

- 3.1 RA collects Personal Information when considering my nomination for selection to the National Team, and while I am a member of that team.
- 3.2 RA may store Personal Information that it has collected regarding me in any form and the Principal Medical Officer, Lead Physiotherapist or any other National Training Centre / RA employee authorised by the Principal Medical Officer, may access this data.
- 3.3 RA may disclose Personal Information that it has collected regarding me to third parties for the purposes of:
  - 3.3.1 Investigating possible Anti-Doping Rule Violations under Rowing Australia's Anti-Doping Policy, or any other associated organisation governing anti-doping regulations.
  - 3.3.2 Administering and enforcing Rowing Australia's Anti-Doping Policy
  - 3.3.3 Assisting the Australian Sports Anti Doping Authority or the World Anti Doping Agency in the administration of their anti-doping policies; and
  - 3.3.4 Reporting on the administration and enforcement of Rowing Australia's Anti-Doping Policy to governmental and non-governmental organisations who have a legitimate interest in anti-doping activities in Australia and elsewhere;
  - 3.3.5 RA may disclose Personal Information that it collects regarding me to the:
    - A Australian Olympic Committee;
    - B Australian Paralympic Committee;
    - C Australian Institute of Sport;
    - D FISA;
    - E My State or Territory Institute or Academy of Sport, if I also hold a scholarship with such an organisation;
    - F The Australian Sports Anti-Doping Authority;
    - G The World Anti-Doping Agency

### **4 Authority to Release**

- 4.1 I must create, sign, execute or otherwise deal with any document which may be necessary to give effect to paragraph 2 and 3 or any other section of this Medical Management Policy.

### **5 Privacy and personal information & the Athlete Management System (AMS)**

- 5.1 RA will comply with its Privacy Policy, available at <http://www.rowingaustralia.com.au/rowing-australia-policies/>
- 5.2 The Athlete Management System (AMS) is to be accessed and used only by authorised personnel.

5.3 Individuals authorised to access rowing data in the AMS are:

5.3.1 Individuals authorised by Rowing Australia to review content

5.3.2 Individual authorised ASC/AIS staff with a legitimate reason for access to review or otherwise manage content, eg. physiotherapist treating a rower

5.3.3 Individual Rowing Australia athletes/coaches etc. who may access AMS whilst uploading content (noting that they can only view authorised content)

5.4 Users of AMS will maintain secure access to the service, by:

5.4.1 Maintaining the security of their password

5.4.2 Securing computers while logged on to AMS

5.5 Users accessing AMS are required to understand and comply with all applicable ASC policies and Australian legislation to retain the security and privacy of the personal information contained within the system. Non-compliance will be considered a breach of the ASC Code of Conduct ([http://www.ausport.gov.au/\\_data/assets/rtf\\_file/0007/551455/ASC\\_Code\\_of\\_Conduct\\_Policy\\_October\\_2013.rtf](http://www.ausport.gov.au/_data/assets/rtf_file/0007/551455/ASC_Code_of_Conduct_Policy_October_2013.rtf)) and constitute a civil and/or criminal offence. The ASC will seek the maximum penalty for proven non-compliance.

5.6 Athletes acknowledge and agree that:

5.6.1 The information that is provided by athletes will be kept for a minimum of 25 years and may be kept until they reach 75 years of age.

5.6.2 Entering information into the AMS constitutes consent to the ASC holding the information provided and its management in accordance with the ASC Privacy Policy ([http://www.ausport.gov.au/legals/privacy\\_statement](http://www.ausport.gov.au/legals/privacy_statement)).

5.7 The ASC, as an Australian federal government agency is required to comply with a range of legislation that regulates the acquisition, storage, retention, distribution and destruction of information (in particular that of personal and medical information).

5.7.1 The ASC owns and maintains the information stored in AMS.

5.7.2 Given these legislative and policy requirements, the ASC ensures that AMS data is stored on secured ASC/AIS servers at its facility in Canberra, with the fullest possibly security of access

5.7.3 Reporting of data from AMS may occur for a range of reasons, where this takes place a presumption of privacy (noting the ASC's Privacy Policy) will always be maintained and where required reports will be de-identified/de-personalised and will exclude sensitive medical information.