



International Wheelchair Rugby Federation

WHEELCHAIR RUGBY CLASSIFIER HANDBOOK

January 1st, 2021

TABLE OF CONTENTS

TABLE OF CONTENTS	2
1 HANDBOOK SCOPE AND APPLICATION	6
2 ROLES AND RESPONSIBILITIES	7
3 CLASSIFICATION PERSONNEL	7
4 CLASSIFICATION COMPETENCIES, TRAINING AND CERTIFICATION	16
5 IWRF CLASSIFIER CODE OF CONDUCT	25
6 GENERAL PROVISIONS – ATHLETE EVALUATION	26
7 ELIGIBLE IMPAIRMENT	27
8 MINIMUM IMPAIRMENT CRITERIA	30
9 SPORT CLASS	30
10 CLASSIFICATION NOT COMPLETE	31
11 THE CLASSIFICATION PANEL	31
12 CLASSIFICATION PANEL RESPONSIBILITIES	32
13 ATHLETE EVALUATION SESSION	32
14 OBSERVATION IN COMPETITION	40
15 SPORT CLASS STATUS	40
16 MULTIPLE SPORT CLASSES	47
17 NOTIFICATION	47
18 SPORT CLASS NOT ELIGIBLE	55
19 PROTESTS AND SCOPE OF PROTEST	63
Classifier Handbook for Wheelchair Rugby, January 2021	2

20	PARTIES PERMITTED TO MAKE A PROTEST	63
21	PROTEST PANEL	63
22	PROVISIONS WHERE NO PROTEST PANEL IS AVAILABLE	64
23	ATHLETE FAILURE TO ATTEND CLASSIFICATION	64
24	SUSPENSION OF EVALUATION SESSION	66
25	MEDICAL REVIEW	69
26	INTENTIONAL MISREPRESENTATION	70
27	CLASSIFICATION DATA	71
28	CONSENT AND PROCESSING	71
29	CLASSIFICATION RESEARCH	71
30	NOTIFICATION TO ATHLETES	71
31	CLASSIFICATION DATA SECURITY	72
32	DISCLOSURES OF CLASSIFICATION DATA	72
33	RETAINING CLASSIFICATION DATA	72
34	ACCESS RIGHTS TO CLASSIFICATION DATA	72
35	CLASSIFICATION MASTER LIST	72
36	APPEAL	73
37	PARTIES PERMITTED TO MAKE AN APPEAL	73
38	APPEALS	73
39	APPEAL DECISION	73
40	CONFIDENTIALITY	74

41	APPLICATION DURING IWRF COMPETITIONS	74
	HANDBOOK APPENDICES	75
	APPENDIX 1: GUIDELINES TO ATHLETE EVALUATION METHODS AND MEASUREMENTS	76
1	GENERAL PRINCIPLES – METHODS AND MEASUREMENTS	76
2	CLASSIFICATION TOOLS AND EQUIPMENT	78
3	SPECIFIC MEASUREMENTS FOR ELIGIBLE IMPAIRMENTS	79
	APPENDIX TWO: GUIDELINES TO TECHNICAL ASSESSMENT	110
1	GENERAL PRINCIPLES - TECHNICAL ASSESSMENT	110
2	NOVEL AND SPORT SPECIFIC TESTS	110
3	MAJOR AND MINOR CRITERIA DESCRIPTION	111
	APPENDIX THREE: GUIDELINES TO OBSERVATION ASSESSMENT	114
1	GENERAL PRINCIPLES OF OBSERVATION ASSESSMENT	114
	APPENDIX FOUR IWRF CLASSIFICATION COMMITTEE	116
1	TERMS OF REFERENCE	116
2	CLASSIFICATION COMMITTEE MEMBERSHIP	116
	APPENDIX FIVE COMPETITION CLASSIFICATION ADMINISTRATION	120
1	ADMINISTRATIVE DUTIES	120
2	GUIDELINES FOR CLASSIFIER APPOINTMENTS	120
3	PRE-COMPETITION ADMINISTRATION	123
4	ADMINISTRATION DURING COMPETITION	128
5	POST-COMPETITION ADMINISTRATION	129

APPENDIX SIX ATHLETE CLASSIFICATION SCHEDULING	132
APPENDIX SEVEN: CLASSIFIER EDUCATION CERTIFICATION	135
1 EDUCATION AND TRAINING PROGRAMS	135
2 CERTIFICATION OF TRAINEES	135
3 CERTIFICATION OF CLASSIFIERS	135
4 CONTINUING EDUCATION	135
5 REMEDIATION EDUCATION	135
APPENDIX EIGHT REFERENCE DOCUMENTS FOR CLASSIFICATION	137
1 CLASSIFICATION FORMS	137
2 CLASSIFIER TRAINING AND CERTIFICATION DOCUMENTATION	137
3 CLASSIFICATION GUIDELINES	138

1 Handbook Scope and Application

Adoption

- 1.1 This International Wheelchair Rugby Federation (IWRF) Classifier Handbook is referred to throughout this document as the “Handbook”. The IWRF has prepared this Handbook to provide supplemental information and more comprehensive understanding of the processes and procedures that frame the management of athlete classification in the IWRF.
- 1.2 Refer to the IWRF Classification Rules Articles 1.1-1.5 Adoption.
- 1.3 This Handbook is put in place following the adoption and implementation of the IWRF Rules January 1, 2020.
- 1.4 This Handbook refers to a number of appendices that provide further direction in implementation of processes and procedures in athlete classification in accordance with the IWRF Classification Rules.
- 1.5 This Handbook is not part of and does not replace the IWRF Classification Rules, but is a complementary document as a reference and guide for classifiers to ensure that classification is a standardised process.
- 1.6 This Handbook references a number of documents and forms used by classifiers to assist in classification methods and measurement. These forms are available from the IWRF website and may be amended by the IWRF from time to time.

Classification

- 1.7 The definition and purpose of classification is described in the IWRF Classification Rules Article 1.6 in Classification.

Application

- 1.8 This Handbook is a complementary document as a reference and guide for classifiers for athlete classification under the IWRF Classification Rules and/or at any events or competitions authorised or recognised by the IWRF. (For further reference in application of the rules, refer to IWRF Classification Rules Articles 1.7-1.10 Application.)

Interpretation and Relationship to the IWRF Classification Rules

- 1.9 References to a “Handbook Article” in this document mean an article to this Handbook; references to a “Handbook Appendix” mean an appendix to this Handbook.
- 1.10 Capitalised terms used in this Handbook have the meaning given to them in the Glossary to the International Wheelchair Rugby Classification Rules.
- 1.11 References to a “Handbook Section” mean an Article in the Appendices to this Handbook.
- 1.11.1 The use of Section rather than Article is to avoid confusion whether the reference to an item in the text of the Handbook or in the Handbook Appendices.
- 1.12 References to a “sport” in this Handbook refer to IWRF Wheelchair Rugby.
- 1.13 The Handbook Appendices are part of the handbook, which may be amended, supplemented and/or replaced by the IWRF.
- 1.14 Headings in this handbook are used for convenience only and have no meaning that is separate from the Handbook Article or Articles to which they refer.

Comment Handbook Article 1.14: In many cases, for convenience, the headings and major article numbers correlate to the same organisation as in the IWRF Rules.

2 Roles and Responsibilities

- 2.1 It is the personal responsibility of Classification Personnel to familiarise themselves with all the guidelines in this Handbook.
- 2.2 The roles and responsibilities of Athletes in Classification are referenced in the IWRF Classification Rules Article 2.2.
- 2.3 The roles and responsibilities of Athlete Support Personnel in Classification are referenced in the IWRF Classification Rules Article 2.3.
- 2.4 The roles and responsibilities of Classification Personnel in Classification are referenced in the IWRF Classification Rules Article 2.4.

3 Classification Personnel

3.1 Classification Personnel include Classifiers and other persons, such as administrative assistants, acting with the authority of the IWRF Head of Classification and/or a Competition Chief Classifier in relation to the effective implementation and administration of Classification for the IWRF. The appointment and management of IWRF Classification Personnel is made in accordance with the IWRF Classification Rules, Part Four Athlete Evaluation and the Classification Panel.

Head of Classification

3.2 The Head of Classification is responsible for the direction, administration, coordination and implementation of all Classification related matters for the IWRF.

3.3 The Head of Classification must be an experienced Classifier, with a level 4 certification.

3.4 If a Head of Classification cannot be appointed, refer to the IWRF Classification Rules Article 3.4 under Head of Classification.

3.5 The Head of Classification may delegate specific responsibilities and/or transfer specific tasks to designated Classifiers in accordance with the IWRF Classification Rules, for example, Zone Head Classifiers.

3.6 The Head of Classification may serve as a Classifier and/or Chief Classifier at IWRF recognised competitions in accordance with the International Wheelchair Rugby Federation Classification Rules Article 3.6 under Head of Classification.

Head of Classification Responsibilities

3.7 Serve as Chair of the IWRF Classification Committee.

3.8 Administer and coordinate classification matters related to IWRF Wheelchair Rugby.

3.9 Communicate on behalf of the IWRF with Zone and National classification bodies on matters relating to international classification.

3.10 Work with the local organising committees at IWRF recognized events to ensure that the necessary arrangements are made for travel, accommodations and working logistics for classifiers before, during and after the event.

- 3.11 Appoint classifiers for appropriate composition of classification panels and protest panels for IWRF recognized events in consultation with Zone Head Classifiers.
- 3.12 Liaise with the Chief Classifier at IWRF recognized events to make up the classification and protest panels.
- 3.13 Act as Chief Classifier at IWRF World Championships or appoint a Chief Classifier if unable to attend.
- 3.14 Evaluate current classification rules and the IWRF Classification Rules and provide recommendations for improvements and/or revisions on a regular basis.
- 3.15 Inform classifiers of any changes in the classification rules and consult with classifiers, IWRF athletes, members, and stakeholders for feedback on issues that affect the sport rules.
- 3.16 Oversee the publication of the IWRF Classification Rules and related documents in accordance with the policies and procedures of the IWRF.
- 3.17 Prepare, submit and monitor a classification budget IWRF annually, or as requested.
- 3.18 Appoint a Training and Development Officer to organize and direct IWRF classifier training and certification.
- 3.19 Appoint an individual as the Database Administrator to maintain and regularly update a secure IWRF Classification database, a Classifier database, and the IWRF Master list.
- 3.20 Additional responsibilities and duties may be assumed as needed.

Zone Head Classifier

- 3.21 The Zone Head Classifier communicates with their respective zone and national classifiers on matters relating to classification and about international and zone classification opportunities in the respective zone.

Zone Head Classifier responsibilities

- 3.22 Liaise with their respective Zone and communicate with other National Head Classifiers within the respective zone.
- 3.23 Act as Chief Classifier at relevant IWRF Zone Championships or IWRF recognized competitions in that zone or assist the Head of Classification in appointing a Chief Classifier, if unable to attend.
- 3.24 Appoint classification panels and protest panels for relevant IWRF Zone Championships or IWRF recognized competitions in the zone in consultation and with final approval of the IWRF Head of Classification.
- 3.25 Communicate with the IWRF Head of Classification and/or Classification Training and Development Officer to further zone classifier development.
- 3.26 Assist the IWRF Head of Classification in any matters relating to classification.
- 3.27 May recommend certification IWRF Level 2, 3 and 4 classifiers (if Zone Head Classifier is a Level 4 classifier) and may recommend certification for IWRF Level 2 and 3 classifiers (if Zone Head Classifier is a Level 3 classifier) at type A and type B Competitions.
 - 3.27.1 Certification is dependent on approval of the International Wheelchair Rugby Federation Head of Classification.
- 3.28 Regularly checks logbooks of classifiers in respective zone for verification of competencies, as requested.
- 3.29 Additional responsibilities and duties may be assumed as needed.

Classifier

- 3.30 Classifiers are the IWRF officials responsible to conduct some or all components of Athlete Evaluation as a member of a Classification Panel in accordance with the International Wheelchair Rugby Federation Classification Rules Article 3.7 under Classifiers.

Classifier responsibilities

- 3.31 Comply with the IWRF Code of Conduct and Code of Conduct for Technical Officials

- 3.32 Work as a member of a Classification Panel to allocate Athlete Sport Class and Sport Class Status.
- 3.33 Work as a member of a Protest Panel to conduct a Protest Evaluation and resolve an objection to an Athlete's Sport Class.
- 3.34 Have no duties or official responsibilities during a Competition that are not in connection with classification.
- 3.35 Attend classification meetings and training workshops at competitions.
- 3.36 Assist in classifier training and certification as requested by the IWRF Head of Classification, Training and Development Officer or his/her designee.

Comment Handbook Article 3.36: Classifier training and certification activities include for example, organizing and teaching workshops; supervising classifiers and those who are teaching workshops, and mentoring trainees and classifiers working with a classification panel.

Chief Classifier

- 3.37 The Chief Classifier is responsible for direction, administration, coordination, and implementation of classification matters for a specified competition in accordance with the International Wheelchair Rugby Federation Classification Rules Articles 3.8-3.9 under Chief Classifier.

Chief Classifier responsibilities

- 3.38 Identify athletes who are required to attend an Evaluation Session at the specific competition for which they are appointed as Chief Classifier.
- 3.39 Identify any athletes with discrepancies between rostered sport class and database sport class and resolve these prior to a competition, if logistically possible.
- 3.40 Supervise classifiers to ensure that the IWRF Classification Rules are properly applied during classification.
- 3.41 Supervise classifiers and trainee classifiers in their duties as members of classification panels and observe their classification competencies and proficiencies.
- 3.42 Manage Protests in consultation with the IWRF.

3.43 Liaise with the local organising committee or organizers and teams attending the competition before a competition to identify, schedule, and notify athletes who will be required to attend an evaluation session.

3.44 Liaise with the relevant local organizing committee or relevant competition organisers to ensure that all travel; accommodation, and other logistics are arranged in order that classifiers may carry out their duties at the competition.

Comment Handbook Article 3.44: Examples of the working logistics include appropriate working spaces for classification, necessary equipment such as testing plinths and floor mats, office equipment and supplies, transportation, lodging and meals. Refer to the IWRF Competition Classification Requirements on the IWRF website.

3.45 Carry out competition specific duties for the management of classification including pre-competition, during competition, and post-competition according to the IWRF Classifier Handbook Appendix Five Competition Classification Administration and Appendix Six: Athlete Classification Scheduling.

3.46 Appoint a Player Classification Representative (PCR) as an ad hoc non-voting member of a Classification Panel in an advisory role for protests and athlete evaluations, as needed.

3.46.1 Prior to or at the start of a Competition, the Chief Classifier in consultation with the classification panel will select appropriate PCRs and invite these individuals to participate in athlete evaluation and protests, when requested or as needed.

3.46.2 At some types of competitions, there may not be a qualified individual available to serve as a PCR who meets the criteria and in which possible conflict of interest cannot be managed. If it is not possible to select appropriate a PCR for the competition, the Chief Classifier should note this on the competition report.

3.47 Delegate specific responsibilities and/or transfer specific tasks to other appropriately qualified classifiers, or other appropriately qualified IWRF officials or representatives, and/or appropriately qualified persons in the local organising committee of a Competition.

3.48 Attend the Competition Technical Meeting

3.48.1 A technical meeting is held prior to the start of play at most IWRF recognized Competitions. The meeting is led by the IWRF Technical Delegate (TD) and

Competition Director and the senior management team, which includes the Chief Classifier.

3.48.2 A Chief Classifier should be present at the Competition technical meeting, if logistically possible.

Comment Handbook Article 3.48: At this meeting, the Chief Classifier reviews important information previously sent out to National Member Organizations or Teams in the pre-tournament classification information document. It is preferable that the Chief Classifier attend this meeting, as they are a member of the senior management team for the competition. However, if the Chief Classifier is unable to attend, the IWRF TD may review the information in this document. If the TD is not present, the competition head referee or member of the local organizing committee may review the information. Any important points that come up in the meeting may be communicated back the Chief Classifier as soon as possible after the meeting.

3.49 During the technical meeting, the Chief Classifier should:

3.49.1 Review the timelines for protest submission and timelines for sport class decisions taking effect at the competition.

3.49.2 Review the timeline for first appearance, especially if the rules of the competition prohibit athletes with Review Sport Class Status (who still carry tracking code OA (observation assessment) because they have not completed first appearance), from advancing to semi-final or championship rounds.

3.49.3 Notify all teams of the location of the classification reception area, where the Chief Classifier will be located during the classification evaluation period, and the classification rooms for Athlete Evaluation; and at what times and locations the Chief Classifier will be available prior to the start of the classification evaluation period, during the competition evaluation period and afterwards.

3.49.4 Resolve any discrepancies between rostered sport classes that are inaccurate in a Competition program and the sport class for entry into the competition or the sport class in the IWRF database.

Trainee Classifier

3.50 A Trainee Classifier is a person who is in the process of formal Classifier education and training.

3.51 The classifier training courses may be at the basic information level for general education, the introductory level for didactic education and practical training to pursue entry-level classifier certification, or more advanced training to progress and/or maintain certification level.

3.52 Appointment as an IWRF trainee classifier is at the discretion of the IWRF.

Comment Handbook Article 3.52: There may be competitions where there are requests for multiple trainees to attend. It is at the discretion of the IWRF to set a limit on the number of trainees who may attend. This number is based on the capacity of the classifier trainer (if appointed) or classification panel member delivering the workshop and the classification panel to manage the practical training part of the course.

3.53 To qualify to register in the introductory level training to become an International Wheelchair Rugby Federation Classifier, individuals identified by their National Member Organization (NMO) may be asked to submit requested documents to confirm appropriate credentials and prerequisites to the IWRF Head of Classification or his/her designee for Classifier Training.

3.53.1 The requested documents for verification of professional credentials may be sent to the IWRF prior to appointment of a trainee to a competition or the IWRF may allow the trainee to present these credentials to the Chief Classifier at the competition at which the introductory training course is taking place.

Comment Handbook Article 3.53: In addition to a NMO, potential trainees may be identified by a national sporting organization, or by IWRF classifiers doing developmental workshops in those countries.

3.54 Trainees should have no responsibilities or be in any official role as a member of a NMO, national sporting organization or Team at the event where they are engaged in classification training. Having no such official duties:

3.54.1 facilitates management of any perceived or actual conflict of interest; and

3.54.2 allows the trainee to participate fully in classification training and strive to achieve IWRF classifier certification.

Comment Handbook Article 3.54: Examples of responsibilities or an official role on a team include a role with the coaching staff, or a role with the National Member Organization or the National Paralympic Committee.

3.55 A trainee who is not yet certified by the IWRF as a classifier may not be appointed as a classification panel member at an international competition.

3.56 The IWRF may appoint trainee classifiers to participate in some or all components of Athlete Evaluation under the supervision of a Classification Panel, to develop Classifier Competencies.

3.57 A trainee certified by the IWRF as a Level 2 zone or international classifier may attend an event for advanced training although not an appointed member of a classification panel at an international event.

3.58 In rare cases where an appointed classification panel member becomes ill or there is an emergency of some nature, a trainee with national classification experience

or a previously certified zone or international classifier attending as a trainee may be advanced in certification and appointed to an international classification panel, if the individual meets the required competencies.

Trainee responsibilities

- 3.59 Accurately and honestly represent their qualifications and abilities when applying for training and certification
- 3.60 Active participation and observation to learn classification rules and to develop competencies and proficiencies in athlete evaluation to achieve certification.
- 3.61 Attend classification meetings, seminars, and training workshops.
- 3.62 Observe the IWRF Code of Conduct and keep information related to athletes confidential.

Player Classification Representative (PCR)

- 3.63 The Player Classification Representative (PCR) is a Wheelchair Rugby athlete, or former athlete, who understands the classification rules from the perspective of an Athlete.
- 3.64 The PCR may be a certified IWRF technical classifier at competitions where that individual is not part of a classification panel.
- 3.65 A PCR serves as an ad hoc non-voting member of a Classification Panel in an advisory role for protests and athlete evaluations, as requested.
- 3.66 A PCR should have no responsibilities as a member of a National Member Organization, National Paralympic Committee or Team at the event where they are functioning as a PCR.

Player Classification Representative Responsibilities

- 3.67 Explain the classification rules in terms understandable to the athletes.
- 3.68 Be trusted and respected by the athletes in Wheelchair Rugby.
- 3.69 Be diplomatic and tactful in communication with athletes, coaches, athlete support personnel and members of the classification panel.

- 3.70 Be available to observe during athlete evaluation, and provide expertise in situations such as technical assessment, on-court observation, and protests.
- 3.71 Attend discussions with the classification panel about athlete evaluations if available.
- 3.72 Observe the International Wheelchair Rugby Federation Code of Conduct and keep information related to athletes confidential.

Executive Board Member (EBM)

- 3.73 The IWRF executive board member or designee may serve as an ad hoc non-voting member of a classification panel in an advisory role for protests and athlete evaluations, as requested.

Comment Handbook Article 3.73: The IWRF Technical Delegate or Assistant Technical Delegate may serve as the IWRF EBM designee.

Executive Board Member responsibilities

- 3.74 The Executive Board Member is informed of any protests lodged.
- 3.75 If requested by the Chief Classifier, the EBM or designee may be asked to observe the athlete evaluation and/or protest process to ensure procedures are followed appropriately.
- 3.76 Observe the IWRF Code of Conduct and keep information related to athletes confidential.

4 Classification Competencies, Training and Certification

- 4.1 A Classifier is authorized to act as a classifier in accordance with Rules Article 4 Classifier Competencies, Training, and Certification in IWRF Classification Rules.

Entry Criteria

- 4.2 Experience in the evaluation of individuals with impairment and relevant health conditions; and the assessment of the impact of impairment on activity, especially the eligible impairments in wheelchair rugby, such as impairments in motor power secondary to spinal cord injury and other neuromuscular and orthopaedic conditions.

- 4.3 Knowledge of wheelchair rugby or other Para sports and/or a willingness to increase knowledge through participation in and self-directed study of the sport.
- 4.4 Demonstrate competence in manual muscle testing of the upper and lower extremities and trunk.
- 4.5 Certain professional qualifications, level of experience, skills and/or competencies to act as a Classifier for the IWRF. These include that potential classifiers must either:
 - 4.5.1 be a certified medical or health professional in a field relevant to the Physical Impairments that are eligible impairments in wheelchair rugby, such as a Medical Doctor, Physiotherapist, or Occupational Therapist; and/or
 - 4.5.2 have an extensive coaching or relevant background in wheelchair rugby; or a recognized and reputable academic qualification, which encompasses a requisite level of anatomical, biomechanical and sport-specific expertise, such as adaptive sport, adapted physical education, sport science, human kinetics or kinesiology or extensive athletic and/or coaching background, which IWRF at its sole discretion deems to be acceptable.
- 4.6 To make a final determination that an individual meets the criteria to enter classifier training, the interested individual should contact the IWRF Head of Classification or the respective IWRF Head Classifier in their Zone. Refer to IWRF website for relevant contact information.

Classifier Training and Certification

Classifier Education and Training

- 4.7 The International Wheelchair Rugby Federation provides formal entry-level training and education to obtain entry-level Classifier Competencies. Refer to the IWRF website for the “Pathway to Become a Classifier”.
- 4.8 Classifier training may be at the basic information level for the general education of interested individuals, the introductory level for didactic and practical training to pursue entry-level IWRF classifier certification, and at the advanced level to progress and/or maintain certification level.

Classifier Certification

General Principles

- 4.9 The International Wheelchair Rugby Federation trains and certifies classifiers who have successfully completed classifier training and met the competencies relevant to conduct athlete evaluation for athletes with physical impairments, according to the International Wheelchair Rugby Federation rules.
- 4.10 Classifier certification verifies that an individual has met the competencies for classification and proficiencies to practice a classifier in IWRF wheelchair rugby.
- 4.11 There are four levels of IWRF certification, which reflect education and training, and experience. There are specific competencies for certification at each level.

National Certification - Level 1 Classifier

- 4.12 Has a novice level of experience and wants to practice in a nation that does not have an active national classification certification and training program.
- 4.13 Has successfully completed the IWRF formal basic training, including didactic education and practical training.
- 4.14 May participate in the allocation of sport class and sport class status in his/her nation.
- 4.15 A level 1 classifier is unable to allocate an IWRF zone or international sport class.

Entry Level International Certification - Level 2 Classifier

- 4.16 Has successfully completed formal introductory training and has been certified by the IWRF to serve as a member of an IWRF classification panel.
- 4.17 Participates in the assignment of sport class as part of a classification panel with supervision of more experienced level 3 or 4 classifiers.
- 4.18 If the formal introductory training has taken place with a type A or B international panel, and the classifier in training is deemed competent to work in their zone with other experienced classifiers but is not yet competent to work independently at an international event as a member of a classification, the individual may be certified as a Level 2 Zone Classifier. Refer to the IWRF Classification Rules Appendix One, Section 8 Types of Classification Panels.
- 4.19 If the formal introductory training has taken place with a type A or B international panel and the classifier in training is deemed competent to work independently

at an international event as a member of a classification panel, the individual may be certified as Level 2 international classifier (Level 2 I).

International Certification - Level 3 Classifier

- 4.20 Has successfully completed advanced training in athlete evaluation and protest procedures and been a member of a classification panel at an international competition, the individual may be certified with a Level 3 International Classifier.
- 4.21 Has successfully participated in the assignment of sport class and sport class status with no supervision from more experienced classifiers.
- 4.22 May require minimal supervision from more experienced classifiers in decisions of eligibility, protests, and appeals.

Advanced International Certification - Level 4 Classifier

- 4.23 If this individual has successfully completed advanced training in all classification areas including rules, policy and procedures, classifier education and training, and has been a member of a classification panel at international competitions, the individual may be certified as a Level 4 International Classifier.
- 4.24 Successfully participated in the assignment of sport class and sport class status with no supervision in decisions of eligibility, protests, and appeals.
- 4.25 This individual has demonstrated the highest level of experience and competence as a classifier, including participation in classification administration and management, classifier training and certification, and classifier mentorship.

Comment Handbook Article "Classifier Certification": Being active as a classifier is important to ensure competencies are sufficiently maintained to provide accurate classification services to athletes. If inactive, a classifier may undergo a reduction in certification level and be required to undertake retraining and/or recertification as deemed appropriate by the IWRF.

Classifier Competencies

- 4.26 International Wheelchair Rugby Federation Certified Classifiers:
 - 4.26.1 Seek self-development through study of the sport, classification rules, and mentoring less-experienced classifiers and classifier trainees.
 - 4.26.2 Share theoretical, technical and practical knowledge, skills and expertise with less experienced classifiers and classifier trainees.

Minimal criteria for certification levels include, but are not limited to:

4.27 Level 1 Competencies

- 4.27.1 Comply with the IWRF Code of Conduct.
- 4.27.2 Obtain and become familiar with the IWRF Classification Rules, the IWRF Classifier Handbook, and accompanying documentation.
- 4.27.3 Attend an IWRF basic workshop for entry-level education supervised by an IWRF Level 3 or 4 classifier.
- 4.27.4 Demonstrate basic knowledge of wheelchair rugby.
- 4.27.5 Begin logbook documenting rugby experience and activities.

4.28 Level 2 Competencies

- 4.28.1 Perform complete athlete evaluation process independently including physical, technical, and observation assessment, as appropriate to their professional qualifications.
- 4.28.2 Explains findings accurately to experienced IWRF level 3 and 4 classifiers.
- 4.28.3 Give a basic explanation of athlete evaluation findings to the classification panel, athletes and appropriate athlete support personnel with an IWRF classifier level 3 or 4 present.
- 4.28.4 Seek guidance and assistance when needed.
- 4.28.5 Demonstrate minimum of one year classifying with a national wheelchair rugby program, or zonal/regional developmental events or competitions, to be a candidate for level 2 certification.

Comment Handbook Article 4.28.5: Developing nations may not yet have a national Classification program. In some situations, an IWRF Level 1 Classifier living where there is no national classification program may attend competitions in neighbouring nations that have national programs to develop their classification competencies. It is important to also consider the number of athletes the level 1 classifier has evaluated. Some competitions may only have a few athletes while others may have larger numbers. The number of athletes the classifier has evaluated is part of the logbook, which they update after each competition. This logbook may be asked for when the classifier is a candidate for advancement to level 2.

- 4.28.6 If a classifier is inactive for a four-year period, the classifier may decrease in level of certification as recommended by the IWRF.

4.29 Level 3 Competencies

- 4.29.1 Performs the complete athlete evaluation process independently and provides a complete explanation of findings to the classification panel, athletes, and athlete support personnel.

- 4.29.2 Explain the procedures in athlete evaluation including eligibility requirements and Minimum Impairment Criteria, protest procedures, and the procedure following a Not Eligible decision to the classification panel, athlete, and athlete support personnel.
- 4.29.3 Attend an advanced workshop, supervised by IWRF international classifier Level 3 or 4.
- 4.29.4 Instruct all or part of a basic workshop supervised by another IWRF international classifier Level 3 or 4.
- 4.29.5 Deliver an advanced workshop supervised by another IWRF international classifier level 3 or 4.
 - a. The advanced workshop may be one selected from the IWRF website on a relevant topic and presented with modifications or revisions if appropriate.
 - b. This does not have to be an original workshop developed from the very beginning, but may use or be based on previous work.
 - c. Assistance and mentoring may be provided by another level 3 or level 4 classifier as requested.
- 4.29.6 Experience as Chief Classifier at a national, zone, or international Competition with a minimum of four teams participating.
- 4.29.7 Continuing participation as member of classification panel at national, zone and/or international level.
- 4.29.8 Demonstrate a minimum of two years of experience at a national, zone, and/or international classifier as an IWRF Level 2 classifier to be considered for Level 3 certification.
- 4.29.9 If a classifier is inactive for a four-year period, the classifier may decrease in level of certification as recommended by the IWRF.

4.30 Level 4 Competencies

- 4.30.1 Demonstrate leadership skills and activities in matters related to classification, such as administration and management of classification; rules, policy and procedure development or revision, classification research, classification education and training, and classifier mentorship.
- 4.30.2 Develop and instruct an advanced training workshop supervised by a level 4 IWRF classifier.
- 4.30.3 The topic may be selected independently by the classifier seeking advancement to level 4, or they may consult with a level 4 classifier mentor to decide upon a relevant topic for the upcoming event where the workshop will be presented.

- 4.30.4 Continuing participation in training and certification of classifiers, such as teaching and supervising/mentoring instructors at basic and advanced workshops.
- 4.30.5 Continuing participation as a member of classification panel at national, zone and international level.
- 4.30.6 If a classifier is inactive for a four-year period, the classifier may decrease in level of certification as recommended by the IWRF.

Evaluation of Competencies

- 4.31 Classifiers are evaluated in specific areas as identified on the classifier certification form (refer to the IWRF Website, Classifier Certification Form).
- 4.32 To advance in certification level, Classifiers must meet the required competencies for the respective level and/or demonstrate progress in any competencies requiring improvement identified in the classifier certification development plan to advance in certification level, maintain current certification level, or restore a certification level. (Refer to the IWRF Website, Classifier Certification Development Plan).
- 4.33 Classifiers may submit their logbooks for review of proficiency in specific competencies to respective Zone Head Classifier on an annual basis or as requested. The specific date or time period is determined by the IWRF Head of Classification.

Approval of Certification

- 4.34 Certification at each level as an international classifier is subject to the approval of the IWRF Head of Classification.
- 4.35 Certification as a level 2 Zone Classifier is subject to the approval of the respective Zone Head Classifier and the IWRF Head of Classification.
- 4.36 A level 3 IWRF classifier may recommend certification for individuals who are candidates for level 1 or level 2 IWRF certifications. A level 4 IWRF Classifier may recommend certification for those who are candidates for levels 1 – 4.

Comment Handbook Article “Approval of Certification”: Recommendations for certification level and advancement typically are put forward based on the peer evaluation by the panel on which the classifier has been a member or a trainee. A recommendation for advancement to level 4 must come from a panel with at least one member with level 4 certification and from the competition chief classifier. Certification at each level is subject to the approval of the IWRF.

Notification of Certification

- 4.37 The Classifier Certification Form, including an action plan for addressing identified competencies requiring development or improvement, is to be completed by the Chief Classifier, classifier trainer, or designated member of the classification panel to conduct certification and training.
- 4.37.1 A copy may be provided to the classifier at the competition once peer review and feedback has been completed.
 - 4.37.2 If this is not logistically possible, a copy of the form may be sent in an electronic format.
- 4.38 Every classifier undergoes peer evaluation at each competition; the classifier will receive written and verbal feedback using the classifier certification form. (Refer to the IWRF Website - Classifier Certification Form.)
- 4.38.1 This includes the competition chief classifier, who is evaluated by all the classifiers at the completion.
 - 4.38.2 Trainees may sit in with the panel as they complete the written form and be present for discussion of the peer review process by the panel, but they do not provide formal verbal feedback.
- 4.39 At a competition where the classifier is not a candidate to advance in certification level, the classifier trainer or designated evaluator may provide a pathway to further develop competencies and to progress toward the next certification level:
- 4.39.1 The designated evaluator, which may be peer members of the panel, will discuss specific competencies regarding the identified abilities requiring development and the action plan.
 - 4.39.2 If the evaluator believes specific competencies requiring further proficiency have been met, the action plan can be signed and dated for each competency and documented for future assessment and potential advancement in certification level.
- 4.40 At each competition where a classifier is a candidate for advancement in certification level, the classifier may provide a copy of his/her previous certification form and logbook to the Chief Classifier, classifier trainer, or designated member of the classification panel to assist in the evaluation of certification.

- 4.41 If a classifier is advanced in certification level and there are any competencies listed in the development action plan still requiring improvement through fine adjustments but are not critical to prevent advancement in certification level, these competencies should be carried through on the certification form to the next evaluation.
- 4.42 Not all individuals attending classifier training or classifiers appointed as members of a classification panel at an event who are candidates for certification or advancement in certification, are guaranteed to receive that certification level.
- 4.42.1 Even though the classifier may meet the recommended abilities to move forward, there may be identified deficiencies that must be improved to demonstrate proficiency in the required competencies to obtain certification at the next level.
- 4.42.2 The classifier will be notified of the pathway to further develop these competencies and the requirements to maintain and/or advance certification.
- 4.42.3 It is the responsibility of the classifier to formulate an action plan for improving any areas requiring further development or deficiencies that must be improved.
- 4.42.4 Classifiers should receive assistance in developing this action plan from their respective Zone Head Classifier, IWRF Development and Training Officer, or from a mentor designated by the IWRF Head of Classification.

Comment Handbook Article 4.42: Advancement and maintenance of certification is a competency-based peer review evaluation. Not all classifiers who are candidates to advance are guaranteed to advance to the next level. Just because the classifier has checked off the items on the required list does not mean that the classifier has the necessary proficiency to meet the competencies. The quality of how well the classifier performs the required competencies is more important than quantity or length of time in practice.

Recertification and Retraining

- 4.43 Being active as a classifier is important to ensure competencies meet what is required to provide accurate classification services.
- 4.44 If a classifier is inactive for a four-year period, the classifier may decrease in level of certification as recommended by the IWRF.
- 4.45 If a classifier decreases in certification level, the classifier must develop an action plan with his/her respective Zone Head Classifier, IWRF Classification Development and Training Officer, or from a mentor designated by IWRF Head of

Classification to assure competencies have been maintained and, if justified, for restoration at the previous level.

4.46 The plan of action is subject to the approval of IWRF Head of Classification.

4.47 The IWRF Head of Classification certifies that the competencies outlined in the plan of action have been met and certification levels may be restored.

4.48 If a classifier does not continuously meet the competency for active participation the classifier may have a decrease in level of certification, or have their IWRF certification withdrawn, at the sole discretion of the IWRF, until such time that the classifier can demonstrate the competencies for recertification.

4.48.1 Any decrease in level will be relevant to the classifier competencies met.

4.48.2 The classifier must develop an action plan with his/her respective Zone Head Classifier, IWRF Classification Development and Training Officer or a mentor designated by the IWRF Head of Classification for re-certification to the previous level.

4.48.3 This plan of action is subject to the approval of the IWRF Head of Classification.

Continuing Education

4.49 The IWRF provides continuing education for the purposes of obtaining and/or maintaining advanced level competencies and for advancing or maintaining certification and re-certification, such as:

4.49.1 Theoretical and practical education delivered through advanced workshops, continuing education seminars and self-study;

4.49.2 Methods of delivery may include face-to-face, hands on practice, online, self-directed; and

4.49.3 Participation in classification administration and management, review and development of classification rules, policy and procedures, classification research, and/or classifier training and certification, and/or classifier mentorship.

5 IWRF Classifier Code of Conduct

5.1 The Classifier Code of Conduct is part of the IWRF Code of Conduct in general with specifics in the IWRF Code of Conduct for Technical Officials. Refer to:

- 5.1.1 the IWRF Classification Rules Article 5 Classifier Code of Conduct and
 - 5.1.2 the IWRF Code of Conduct and Code of Conduct for Technical Officials on the IWRF Website.
- 5.2 When an individual believes that a classifier is in breach of this code, a complaint should be made to the IWRF. The process for hearing and resolving complaints is managed by the IWRF in accordance with the IWRF Discipline Policy.
- 5.3 Sanctions for classifiers in non-compliance with the IWRF Code of Conduct may include a variety of actions such as:
- 5.3.1 verbal or written reprimand; and/or
 - 5.3.2 reducing or revoking their certification as an IWRF classifier.

6 General Provisions – Athlete Evaluation

- 6.1 Refer to the IWRF Classification Rules Part Three Athlete Evaluation for the process, assessment criteria, and methodology whereby Athletes are allocated a Sport Class and Sport Class Status.

Athlete Participation in International Classification

- 6.2 In accordance with the IWRF Classification Rules, an Athlete will be permitted to undergo International Classification if the Athlete:
- 6.2.1 Is registered with IWRF in accordance with the relevant provisions in the IWRF rules and regulations;
 - 6.2.2 Has entered in a recognized competition where international classification is to take place, or has been recognized as an out of competition site; and
 - 6.2.3 Has provided the required medical diagnostics documentation to confirm the presence of an Eligible Impairment (unless at specific competitions, where this will be deferred to the Chief Classifier and the Classification Panel).

Comment Handbook Article 6.2: Submitting medical diagnostic information is a task that is preferably completed pre-competition (in which teams are required to submit this evidence by a set date prior to the competition) or may be deferred to the Chief Classifier/Classification Panel before the athlete begins the classification evaluation session with the classification panel.

- 6.3 If in the case where the review of medical diagnostic evidence is deferred to the Chief Classifier at a Competition and the Chief Classifier decides there is not the necessary medical information to make a decision on an eligible impairment, the athlete is made Classification Not Complete (CNC), until the necessary information can be provided. If this is not logistically possible at that Competition, the athlete cannot play and will leave the Competition as CNC. (Refer to the International Wheelchair Rugby Federation Classification Rules, Article 10 Classification Not Complete and Article 30 Suspension of Athlete Evaluation.)
- 6.3.1 This should only happen to athletes who enter with Sport Class Status New N.
- 6.3.2 Once the medical documentation is submitted and accepted as sufficient to validate an eligible impairment, the decision has been made that the athlete has an eligible impairment and that it is not likely to change following allocation of a Review with a Fixed Review Date Status (FRD 1 or FRD 2).
- 6.3.3 However, if an athlete is diagnosed with an additional underlying health condition that may affect the extent of an eligible impairment for that athlete, new documentation must be submitted to confirm the presence of a new underlying health condition. Depending on the sport class status of the athlete, they may be required to undergo athlete evaluation as part of a Medical Review in accordance with the IWRF Classification Rules, Article 31 Medical Review.
- 6.4 It is the responsibility of the athlete and athlete support personnel to participate fully with the classification panel and work together with full cooperation in accordance with the IWRF Classification rules.
- 6.5 The athlete must have an IWRF Sport Class and Sport Class Status documented in the IWRF registration system and IWRF Classification Database to play in an IWRF recognised competition.

Comment Handbook Article 6.5: Athletes who have New Status or Classification Not Complete and no sport class may not be documented in the IWRF database. When the IWRF registration system is implemented, athletes must be registered in the IWRF registration system to undergo athlete evaluation at the recognized competition in order to obtain a sport class and sport class status.

7 Eligible Impairment

- 7.1 An athlete, who wishes to compete in a wheelchair rugby sport governed by the International Wheelchair Rugby Federation, must have an eligible impairment

due to an underlying health condition that is permanent and can be verified. Assessment of eligible impairment is managed according to the IWRF Classification Rules, Article 7 Assessment of Eligible Impairment.

7.2 The IWRF provides sporting opportunity for those athletes with the following eligible impairments:

- 7.2.1 Motor Power
- 7.2.2 Limb deficiency
- 7.2.3 Hypertonia, ataxia, athetosis
- 7.2.4 Passive range of motion

Assessment of Eligible Impairment

7.3 The IWRF must determine if an Athlete has an eligible impairment in accordance with the IWRF Classification Rules Article 7.4 Assessment of Eligible Impairment.

7.4 In order to be satisfied that an athlete has an eligible impairment, the IWRF may require any athlete to demonstrate that they have an underlying health condition. Refer to:

- 7.4.1 The IWRF Classification Rules, Appendix One, Section 1 Eligible Impairment types.
- 7.4.2 The IWRF Classification Rules, Appendix Two Sections One and Two, examples of non-eligible impairment types and Health Conditions that are not Underlying Health Conditions for any Para sport, including wheelchair rugby.
- 7.4.3 If there is not an eligible impairment or there is not an underlying health condition as decided upon by the IWRF, the athlete is Not Eligible (NE). This sport class NE decision is managed according to the IWRF Classification Rules Article 18 Sport Class Not Eligible.

7.5 The IWRF may consider that an athlete's eligible impairment is sufficiently obvious and therefore not require evidence that demonstrates the athlete's eligible impairment. (Refer to the IWRF Classification Rules Article 7.4.2 under Assessment of Eligible Impairment.)

Comment Handbook Article 7.5: This means, for example, an athlete with limb deficiency may not require further evidence to confirm the presence of an eligible impairment. However, further evidence may be helpful in assisting the classification panel in making the most accurate decision on sport class and sport class status.

- 7.6 If in the course of determining if an athlete has an eligible impairment, the IWRF becomes aware that the athlete has a health condition, with reason to believe that the impact of that health condition may be unsafe for that athlete to compete or there is a risk to the health of the athlete (or other athletes) if that athlete competes, it may designate the athlete as Classification Not Completed (CNC) in accordance with the IWRF Classification Rules Article 10 Classification Not Complete. (Refer to the IWRF Classification Rules Article 7.4.3 under Assessment of Eligible Impairment.)

Comment Handbook Article 7.6: For example, in the course of the evaluation to determine if the athlete has an eligible impairment, the classifiers learn the athlete also has a cardiac, cardiovascular or pulmonary condition or any other health condition that may risk the health of the athlete if they compete. The classifiers may designate the athlete as CNC because they will be unable to put the athlete through the rigorous testing to allocate a sport class because of the limitations the athlete will have in conducting the necessary testing. Refer to IWRF Classification Rules Article 30 Suspension of Evaluation Session for steps that must be taken and remedial action necessary to resume athlete evaluation at a later date. The remedial action required is at the discretion of the IWRF.

- 7.6.1 If there is not an eligible impairment or there is not an underlying health condition as decided upon by the IWRF, the athlete is Not Eligible (NE). This sport class NE decision is managed according to the IWRF Classification Rules Article 18 Sport Class Not Eligible.
- 7.6.2 If an athlete does not have an eligible impairment or underlying health condition, the athlete must be given sport class NE and sport class status Confirmed.

- 7.7 The submission and potential resubmission of medical diagnostics is managed according to the IWRF Classification Rules Articles 7.5 and 7.6 under Assessment of Eligible Impairment.

Comment Handbook Article 7.7: The IWRF may require an athlete to re-submit the Medical Diagnostics Form (MDF) along with necessary additional supporting Medical Diagnostic Information (MDI) if the MDF and/or MDI are deemed to be incomplete or inconsistent.

Eligibility Assessment Committee

- 7.8 The IWRF may consider the diagnostic information itself, and/or may appoint an Eligibility Assessment Committee to do so in accordance with IWRF Classification Rules Article 7 Assessment of Eligible Impairment.
- 7.9 The process by which an Eligibility Assessment Committee is formed and considers diagnostic information is described in the IWRF Classification Rules Article 7.8 and 7.9.

8 Minimum Impairment Criteria

8.1 The International Wheelchair Rugby Federation manages minimum Impairment Criteria in accordance with the IWRF Classification Rules Article 8 Minimum Impairment Criteria (MIC).

Comment Handbook Article 8.1: Once an athlete meets MIC, then the athlete should be eligible for wheelchair rugby. However, if there are eligible impairments for which evidence-based assessment of impairment has not yet been finalized, the determination of eligibility may still require observation assessment. Refer to Appendix One of IWRF Classification Rules for the process by which compliance with MIC is assessed.

8.2 Appendix One of the IWRF Classification Rules specify the Minimum Impairment Criteria applicable to IWRF wheelchair rugby and the process by which an athlete's compliance with MIC is to be assessed by a classification panel as part of an Evaluation Session.

8.3 Any athlete who does not comply with the MIC is managed in accordance with the IWRF Wheelchair Rugby Classification Rules, Part 5, Article 18 Sport Class Not Eligible.

Comment Handbook Article 8.3: An athlete should be assessed without equipment, such as gloves or taping, when manual muscle testing the arms and hands. However, the athlete is permitted to use strapping and devices to provide stability and safety in the competition wheelchair for manual muscle testing of the arm and hands. In the technical assessment, the athlete should be assessed with and without equipment, such as gloves or taping. The comparison allows the classifiers to gather evidence of how the equipment affects the performance of sport activities. In the observation assessment, this should be comparable to that of the technical assessment with equipment. If not, further evaluation may be necessary to understand if this is equipment, training or effort related.

9 Sport Class

9.1 Sport class is a category defined in the IWRF Classification Rules, Article 9 Sport Class.

9.2 Sport class definitions, allocation of sport class, and management of sport class decisions are dealt with in accordance with the IWRF Classification Rules Parts Three Athlete Evaluation and Part Four Sport Class Not Eligible.

9.3 The IWRF has seven sport classes for recognized competition.

9.3.1 0.5

9.3.2 1.0

9.3.3 1.5

- 9.3.4 2.0
- 9.3.5 2.5
- 9.3.6 3.0
- 9.3.7 3.5
- 9.3.8 NE (Not Eligible) – an athlete who does not have an eligible impairment and/or underlying health condition or does not meet the Minimum Impairment Criteria must be allocated Sport Class Not Eligible (NE) in accordance with the International Wheelchair Rugby Federation Classification Rules, Article 18 Sport Class Not Eligible.

Comment Handbook Article 9.3: Not eligible is a sport class. Any athlete who is scored 4.0 or more on the IWRF Classification Form is Not Eligible (NE). For example, an athlete with motor power impairment due to spinal cord injury whose manual muscle tests give the athlete a 4.0 or higher score does not meet MIC for motor power impairment and is allocated Sport Class Not Eligible NE.

Changes to Sport Class Criteria

- 9.4 Any change to sport class criteria or assessment methods will be managed according to the International Wheelchair Rugby Federation Classification Rules, Article 15.7 under Changes to Sport Class Criteria.

10 Classification Not Complete

- 10.1 Classification Not Complete (CNC) is designated when a Classification Panel is unable to allocate a Sport Class to an Athlete. Refer to the IWRF Classification Rules Article 10 Classification Not Complete and Article 30 Suspension of Athlete Evaluation for circumstances under which CNC may be assigned and the next steps to be taken once athlete evaluation is suspended and CNC is in effect.

Comment Handbook Article 10.1: Classification Not Complete should be allocated in any cases where a decision cannot be taken, and athlete evaluation is suspended. Review sport class status should NOT be allocated pending the submission of medical documentation, or in cases of inconsistency where an athlete appears to meet MIC and be eligible, but a sport class decision cannot be finalized. Athlete evaluation in these cases should be suspended and CNC assigned until the IWRF resolves the case.

11 The Classification Panel

- 11.1 Definitions of a classification panel and general provisions are found in the IWRF Classification Rules Part Four Athlete Evaluation and the Classification Panel.
- 11.2 Refer to IWRF Classification Rules, Appendix One, Section 8 for Classification Panels and Types.

12 Classification Panel Responsibilities

12.1 The classification panel is responsible for conducting an evaluation session in accordance with the International Wheelchair Rugby Federation Classification Rules Article 12 Classification Panel Responsibilities.

13 Athlete Evaluation Session

13.1 The Athlete's National Member Organization is responsible for ensuring the athlete complies with their responsibilities in participating in an Athlete Evaluation session in accordance with the International Wheelchair Rugby Federation Classification Rules Article 13 Evaluation Sessions.

Special Provisions

13.2 The IWRF may make arrangements for some or all of the components of athlete evaluation to be carried out at a place and time away from a competition ("non-competition venue") in accordance with the International Wheelchair Rugby Federation Classification Rules Appendix One Section 7 Not Eligible – Minimum Impairment Criteria – Article 7.3 General Principles.

13.3 The IWRF only offers this opportunity for parts of an evaluation session to be carried out away from a competition to those athletes with Not Eligible Review (NE R) undergoing a second evaluation session. (Refer to the International Wheelchair Rugby Federation Classifier Rules Appendix One Section 7 – General Principles Articles 7.3.11 and 7.3.13.)

Athletes and Athlete Support Personnel

13.4 The Athlete and Athlete Support personnel should present to the reception area for Classification by the scheduled time.

13.5 Athletes have the right to be accompanied by a member of the athlete's national member organization or an official team representative when attending the evaluation session.

13.5.1 For example, the accompanying individual selected by the athlete's national member organization may be an athlete support person, coach, team manager or another athlete from the team.

- 13.5.2 A member of the national member organization must accompany an athlete who is a minor.
- 13.5.3 The person chosen by the athlete to accompany the athlete should be familiar with the Athlete's impairment and sport history.
- 13.5.4 The athlete and accompanying person must acknowledge the terms of the athlete evaluation agreement form as specified by the IWRF.
- 13.5.5 The athlete may decline to be accompanied, unless a translator is needed, and/or if the athlete is a minor.

Comment Handbook Article 13.5: If the athlete is a minor, who in most nations is someone less than 18 years of age, the parent or guardian must also sign the agreement to undergo athlete evaluation.

13.6 The classification panel will conduct evaluation sessions in English, unless otherwise stipulated by the IWRF. If the athlete requires an interpreter, a member of the athlete's national member organization will be responsible for arranging an interpreter to accompany the athlete.

- 13.6.1 The interpreter must be present for the physical and technical assessment.
- 13.6.2 The interpreter is allowed to accompany the athlete in the evaluation session in addition to the appointed member of the athlete's national member organization.

13.7 The athlete may request a Player Classification Representative (PCR) attend the evaluation session.

- 13.7.1 If the athlete requests a PCR, they are in addition to the member of the athlete's national member organization.
- 13.7.2 Refer to the IWRF Classifier Handbook Articles 3.46; 3.63-3.72 Player Classification Representative for terms and conditions.
- 13.7.3 The athlete must request a PCR to attend as soon as possible before or on arrival at a competition, so that the logistics of organizing a PCR can be managed before the athlete is scheduled to arrive for the evaluation session.
- 13.7.4 If a request is made at the time the athlete presents for the scheduled evaluation session, the evaluation session may need to be rescheduled in order to make the necessary arrangements.
- 13.7.5 An evaluation session may continue if a PCR is unavailable.

13.8 The athlete must verify his or her identity to the satisfaction of the Chief Classifier or designee and/or the Classification Panel by providing a document such as a:

- 13.8.1 Passport,
- 13.8.2 National Identification (ID) card with photograph, or
- 13.8.3 Event accreditation with photograph.

13.9 The athlete must disclose the use of any medication, medical procedures, medical treatment and/or medical device or implant to the Chief Classifier or the classification panel prior to or during the athlete evaluation process briefing, the interview or during the evaluation session.

13.10 The athlete must attend the evaluation session with any sports attire or equipment relevant to wheelchair rugby, and documentation, including but not limited to:

- 13.10.1 Present for evaluation sitting in their competition wheelchair, unless requested otherwise by the IWRF Chief Classifier or classification panel.
- 13.10.2 Bring competition gloves, straps, tape or any other devices the athlete intends to use during the competition, but the athlete should not wear gloves or tape before start of the physical assessment.
- 13.10.3 Bring any adaptive equipment, assistive devices, prostheses or orthotics used during the competition.
- 13.10.4 Supporting documentation relevant to classification.

Comment Handbook Article 13.10.4: Documentation refers to any medical records, medical specialist diagnostic records, and previous classification records such as National or International Wheelchair Rugby Federation Zone classification forms that the athlete may choose to submit as supportive evidence.

13.10.5 Passport or national identity card with photograph to verify identity.

Comment Handbook Article 13.10.5: Athletes or their designee must bring the athlete's passport or national identify card that includes a photograph to verify the athlete's identity and ensure legal name spellings for classification records are accurate according to the passport or identify card.

The Classification Panel

13.11 The Chief Classifier or classification panel member/s should meet the Athlete and Athlete Support Personnel in the reception area to:

- 13.11.1 Check that the athlete has met all the requirements for sports attire and equipment,
- 13.11.2 Collect any supporting documentation supplied by the athlete and national member organization, and
- 13.11.3 Check identification documents to confirm athlete's identity.

13.12 The classification panel, in consultation with the Chief Classifier and/or the IWRF Head of Classification may request that the athlete provide medical documentation relevant to the athlete's impairment if the panel believes this is necessary to allocate a sport class.

13.13 In addition to this, the classification panel may only have regard to evidence supplied to it by that athlete, the national member organization and the IWRF when allocating the sport class.

13.14 The classification panel may make, create or use footage, photographs or other records to assist in making its decision.

Athlete Evaluation Process Briefing

13.15 Prior to beginning the athlete evaluation session with the classification panel, the Chief Classifier or a classification panel member will brief the athlete and accompanying support personnel about the procedures involved in the classification process including their responsibilities in the process:

13.15.1 It is the responsibility of all athletes and athlete support personnel to respect the classification process that is in place for the benefit of all athletes and for the sport of wheelchair rugby, to be an integral part of the classification process; and, at all times, to respect the classifiers.

13.15.2 The athlete must comply with all reasonable instructions given by the chief classifier and Classification panel.

13.16 The Chief Classifier or designee will inform the athlete and accompanying members that they are not permitted to make video or use personal electronic devices allowed during the athlete evaluation session, which includes the physical and technical assessments.

Comment Handbook Article 13.16: The Chief Classifier may include this policy in the pre-competition classification information to the local organizers and that is sent out to teams. There may also be signage posted in the classification reception area informing of this policy. Consequences of not following this policy may be investigated according to IWRF Classification Rules Article 32 Intentional Misrepresentation.

13.17 Athletes will be advised about issues with pain and undertaking the Evaluation Session. Athletes must report to the Chief Classifier or Classification Panel any issues with pain affecting their ability to participate in a full assessment.

13.18 Athletes will be advised they will need to remove their uniform shirt to measure impairments and assess movements during athlete evaluation.

13.19 If necessary, for modesty, athletes should wear appropriate underclothing to permit removal of their uniform shirt.

13.20 The athlete may also be asked to transfer to other surfaces for testing, such as a treatment table, floor mat or chair.

Comment Handbook Article 13.20 Athletes will be required to transfer to a treatment table for trunk testing. If the athlete requires assistance, Athlete support personnel and/or members of the Classification Panel may assist the athlete or in some cases, transfer the athlete fully.

Completion of Athlete Evaluation Agreement Form

13.21 Athletes and accompanying support personnel, including a translator, if necessary, must accept through signature the terms of the IWRF Athlete Evaluation Agreement form:

13.21.1 To indicate their willingness to undergo classification and

13.21.2 To confirm their agreement to provide full effort and cooperation throughout the classification process.

(Refer to the IWRF website for the Athlete Evaluation Agreement form for the complete terms on the form).

13.22 The Athlete Evaluation Agreement form affirms that failing to cooperate with classifiers, failure to complete athlete evaluation, or intentionally misrepresenting skills and/or abilities are subject to sanctions according to the International Wheelchair Rugby Federation.

Interview

13.23 All or some of the review of diagnostic and medical documentation for assessment of an eligible impairment:

13.23.1 may be conducted by the IWRF prior to the competition, according to the IWRF Classification Rules, or

13.23.2 be designated to the Chief Classifier and/or classification panel prior to the athlete beginning athlete evaluation at the competition.

13.24 Any diagnostic and medical documentation the athlete brings or has been requested to bring may be presented to the Chief Classifier or the classification panel prior to or at the time of the athlete evaluation session.

13.25 The Chief Classifier or his/her designee may conduct a portion of or the entire interview prior to the athlete and classification panel beginning the athlete evaluation, if there are sufficient classification personnel to do so.

Comment Handbook Article 13.25: If for some reason, the Chief Classifier is unable to conduct the interview, the classification panel may do so at the beginning of the athlete evaluation session.

13.26 In the interview, the athlete is asked about:

13.26.1 Health conditions and medical history, sensation, spasticity, contractures, previous operations; and

13.26.2 training history, equipment and rugby chair set-up, seating, gloves and binding/strapping to look at their effect on performance of sport-specific activities.

13.27 The Chief Classifier and/or classifiers may inspect the equipment and how it is set up during the interview or at any time during the athlete evaluation process.

Athlete Evaluation Environment

13.28 The athlete will undergo the physical assessment and technical assessment in a controlled and non-competitive environment that allows for repeated testing of key tasks and activities as much as is logistically possible. (Refer to IWRF Classification Rules, Article 13 Evaluation Sessions.)

Comment Handbook Article 13.28: In some competitions, such as developmental events, physical facilities may not allow for a completely secluded location for all parts of the evaluation session, especially if court space is needed for competition play and, as a result, access to court space for technical assessment is limited. The IWRF will make all reasonable efforts to provide the athletes with freedom from the observation and attention of other athletes, coaches, athlete support personnel, and spectators during the evaluation session.

Allocation of Sport Class and Sport Class Status to Enter Competition

13.29 The athlete is allocated a sport class and sport class status after the physical and technical assessments are completed in order to enter competition.

13.30 The classifiers may convene regarding the athlete's entry sport class decision without the athlete or athlete representatives present.

13.31 The request of a player classification representative (PCR) or an IWRF executive board member (EBM) or their designee is at the sole discretion of the IWRF.

13.32 If a player classification representative was requested, the PCR may be present. (Refer to the IWRF Handbook for Classifiers Article 3 Classification Personnel for the roles and responsibilities of the PCR.)

13.33 If an IWRF executive board member (EBM) or their designee was requested, the IWRF EBM may be present. (Refer to the IWRF Handbook for Classifiers Article 3 Classification Personnel for the roles and responsibilities of the EBM.)

Comment Handbook Articles 13.31-13.33: There are circumstances, whereby the Chief Classifier may request a PCR and an IWRF EBM or designee be present for the athlete evaluation session, such as inconsistent presentation, non-cooperation, challenging protest decisions or second evaluations in the case of a Not Eligible Review evaluation.

13.34 For any decision that is between two sport classes on an athlete who was entered the competition with sport class status New or Review, the entry sport class must be that of the higher sport class.

Comment Handbook Article 13.34: In IWRF wheelchair rugby, the higher sport class is the less impaired sport class. The only exception for the decision between sport classes moving to the higher class to enter the competition is in the case of an athlete who is on the border between the 3.5 and 4.0 (not eligible) sport class. In these situations, the athlete may be allocated the lower (3.5) sport class to complete observation assessment.

13.35 For any decision that is between two sport classes on an athlete who was entered with Review with a Fixed Review Date (FRD 1 or FRD 2), any change in sport class will not take effect until first appearance has taken place.

Comment Handbook Article 13.35: The athlete who entered with FRD status has tracking code OA to undertake observation assessment. If the athlete does not meet first appearance, the athlete may continue to the semi-final and championship rounds with the OA tracking code. If the athlete's sport class is not resolved by the end of the Competition, the OA tracking code reverts to R sport class status.

If an athlete with FRD 1 or FRD 2 is subject to a protest made and accepted at a competition with the immediate effect of a change to R sport class status, the athlete still entered with FRD status. As such, any change of sport class will not take effect until all three parts of athlete evaluation are completed, which includes observation assessment. The R sport class status must be changed to tracking code OA to undertake observation assessment. If the athlete who entered with FRD status does not meet first appearance, the athlete may continue to the semi-final and championship rounds with OA tracking code. If the athlete's sport class is not resolved by the end of the competition, the OA tracking code reverts to R sport class status.

13.36 If the classification panel is unable to reach agreement, a vote is taken, and a majority decision is necessary.

13.36.1 This decision is made by an open vote and not by secret ballot.

13.36.2 The necessity to take a vote may be recorded on the classification form, but the individual votes are not disclosed or recorded on the classification form.

Observation Assessment

13.37 The athlete will enter competition with the sport class allocated by the classification panel following the physical and technical assessment to undertake the observation assessment and verify the sport class and sport class status.

13.38 Refer to the International Wheelchair Rugby Federation Classification Rules Article 14 Observation in Competition and IWRF Classifier Handbook Article 14 Observation in Competition in this Handbook.

Taking Video during Evaluation Session

13.39 Only IWRF classification panels are allowed to film or record for classification purposes during physical, technical and/or observation assessment or for creating educational materials upon request of the International Wheelchair Rugby Federation.

13.40 If the footage is to be used for educational purposes, athletes must agree with their signature on the Athlete Evaluation Agreement Form.

13.41 Filming observation assessment during competition for classification purposes may only be conducted from the designated positions in the field of play, unless otherwise specified by the IWRF.

13.41.1 These designated positions should be set jointly between the CC and the IWRF Technical Delegate or designee with tables and chairs set up in secure positions on the court side-lines prior to competition.

13.41.2 There may be circumstances when a classification panel is investigating inconsistencies or potential intentional misrepresentation and needs to observe and/or video from a more secure location.

13.42 International Wheelchair Rugby Federation classifiers must not retain video of classification on any personal devices. All materials obtained for the purpose of decision-making should be transferred to the IWRF for management according to IWRF Data Privacy policy; otherwise, all materials must be destroyed.

13.43 The IWRF may make arrangements for some or all of the components of athlete evaluation to be carried out at a place and time away from a competition (“non-competition venue”) in accordance with the IWRF Classification Rules Appendix One Section 7 Not Eligible – Minimum Impairment Criteria.

- 13.43.1 The IWRF only offers this opportunity for parts of an evaluation session to be carried out away from a competition to those athletes with Not Eligible Review (NE R) undergoing a second evaluation session.

14 Observation in Competition

- 14.1 The International Wheelchair Rugby Federation requires an athlete to undertake observation assessment during competition before finalizing a sport class and sport class status. The observation assessment is conducted in accordance with the IWRF Classification Rules Article 14 Observation in Competition.

Comment Handbook Article 14.1: An athlete may also be informally observed training and/or practice. However, athletes must have completed first appearance, a meaningful appearance on court during observation assessment, as decided upon by the Classification Panel, for the allocation of a verified sport class and sport class status.

- 14.2 Observation assessment is conducted in accordance with the International Wheelchair Rugby Federation Classification Rules, Appendix 1 Section 4 Observation Assessments.

Comment Handbook Article 14.2: A separate form for classifiers to download for observation assessment documentation is under development and will be located on the IWRF website once completed.

First Appearance

- 14.3 First appearance is the first time an athlete competes during a competition in a particular sport class. (Refer to the International Wheelchair Rugby Federation Classification Rules, Article 14 Observation in Competition for management of first appearance.)
- 14.4 Teams should not be permitted to select athletes for participation in semi-final or championship rounds if those athletes have not made first appearance in earlier rounds, unless otherwise stipulated by the International Wheelchair Rugby Federation. (Refer to the International Wheelchair Rugby Federation Classification Rules Article 14.5 – Observation in Competition Assessment First Appearance.)

15 Sport Class Status

- 15.1 Sport Class Status indicates whether or not an athlete will be required to undertake athlete evaluation in the future; and if the athlete's sport class may be

subject to protest. (Refer to International Wheelchair Rugby Federation Classification Rules, Article 15, Sport Class Status.)

Comment Handbook Article 15.1: Sport Class Status New is allocated to an athlete who does not have an IWRF Sport Class, prior to undertaking an athlete evaluation session. The Sport Class Status Review, Review with a Fixed Review Date, and Confirmed are allocated to an athlete at the conclusion of athlete evaluation.

Sport Class Status New - N

15.2 An athlete is allocated Sport Class Status New (N) by the IWRF if the athlete is a new athlete who has not been previously evaluated by an International Wheelchair Rugby Federation classification panel and/or has not had a sport class verified by IWRF. (Refer to International Wheelchair Rugby Federation Classification Rules Article 15.3.)

Comment Handbook Article 15.2: There are cases where an athlete who has had: (1) Classification Not Complete or (2) Review status for over two years and their IWRF sport class and sport class status has expired, or (3) their IWRF sport class was revoked by the IWRF, may reappear for another classification opportunity. In these situations, the athlete would also enter as N sport class status.

15.3 A National Member Organization may have allocated athletes a sport class for entry purposes in an IWRF recognized competition.

15.4 Athletes with sport class status new must complete athlete evaluation prior to competing at international competitions.

Management of Sport Class Status New

15.5 Sport Class Status New (N) is managed in accordance with IWRF Classification Rules Article 15.3.

15.6 Athletes who enter a competition with a sport class status N have sport class status review (R) following the physical and technical assessment. However, this R status is immediately changed to tracking code OA (observation assessment) to enter play and undertake observation in competition.

Comment Handbook Article 15.6: Once an athlete who enters with N status undertakes athlete evaluation, their sport class status is technically R. However, this R sport class status is immediately replaced by the tracking code OA for the athlete to undergo observation assessment. In most situations, an R being published in results is only likely when in the final results R remains or when a protest is submitted and accepted on an athlete but not yet commenced.

15.7 If the sport class is verified after observation assessment, the sport class status changes to Fixed Review Date (FRD). This evaluation is considered the athlete's

first International Wheelchair Rugby Federation sport class with sport class status (FRD 1) towards a Confirmed (C) sport class status.

Comment Handbook Article 15.7: If an athlete who entered with N status leaves a competition (attended by a Type A or B IWRF international classification panel) with FRD 1 status, that evaluation counts as one of the three consecutive evaluations without a change in sport class required for a C status.

15.8 If the sport class cannot be verified because the athlete did not meet first appearance, the athlete is allocated CNC (Classification Not Complete). No Sport Class or Sport Class Status is allocated in accordance with the IWRF Classification Rules and subsequently managed according to Article 15.3 in these rules.

Comment Handbook Article 15.8: An athlete who enters with N status and does not meet first appearance requirements has not completed the athlete evaluation process. The OA tracking code is removed, and the athlete is given CNC. The athlete must enter the next competition where classification will take place with sport class status N.

15.9 If an athlete who entered with N status leaves a competition (attended by a type A or B IWRF international panel) with R status that evaluation does not count as one of the three consecutive evaluations without a change in sport class required for a C Status.

Comment Handbook Article 15.9: An athlete who enters with N status, meets first appearance requirements and leaves with R status will only do so if the athlete has only recently entered competitions licensed or recognized by the IWRF, has a fluctuating and/or progressive impairment that is permanent but not stable, or has not yet reached full musculoskeletal skeletal or sports maturity. (Refer to the IWRF Classification Rules, Sport Class Status Review, Article 15.5.)

Confirmed Sport Class Status – C

15.10 An athlete is allocated Sport Class Status Confirmed if the IWRF classification panel is satisfied that both the athlete's eligible impairment and the impact of that impairment on the athlete's ability to perform the specific tasks and activities fundamental to wheelchair rugby are stable, defined as no change in the athlete's sport class at the conclusion of an athlete evaluation session at three consecutive Competitions that are at a minimum of 11 months apart. (Refer to IWRF Classification Rules Sport Class Status Confirmed Article 15.4)

Management of Sport Class Status Confirmed

15.11 Sport Class Status Confirmed is managed in accordance with IWRF Classification Rules Article 15.4.

15.12 An athlete who has undergone classification at three consecutive competitions with no change in sport class at the conclusion of the competition may be

allocated C sport class status. (Refer to the IWRF Rules Appendix One Article 8.5 Sport Class and Sport Class Status awarded by Type A international panel and Article 8.8 Sport Class and Sport Class Status awarded by Type B international Classification Panel.)

15.13 If an athlete leaves a competition, attended by a Type A or B international panel and Sport Class Status N and/or R was removed, that competition counts as one of the three required evaluations for C sport class status.

Comment Handbook Article 15:13: If the athlete entered with N sport class status, which was changed to tracking code OA to undergo observation assessment, and the sport class is verified at the completion of athlete evaluation, this competition counts as the first of three consecutive evaluations for C sport class status,

15.14 The requirement for three athlete evaluations with the 11-month fixed review date is implemented to ensure a sufficient time period has passed to demonstrate a sport class is stable before an athlete is allocated a confirmed sport class status.

Sport Class Status Review - R

15.15 An athlete is allocated sport class status review (R) by the IWRF if the classification panel believes further evaluation will be required to verify their sport class. (Refer to the IWRF Classification Rules Sport Class Status Review Article 15.5 Sport Class Status Review and Article 14 Observation in Competition.)

15.16 A classification panel may make the decision that further evaluation sessions will be required based on a number of factors in accordance with the IWRF Classification Rules, Sport Class Status Review, Article 15 Sport Class Status.

15.16.1 The athlete only recently entered IWRF recognized competitions and is inexperienced, for example, less than one year playing the sport.

Comment Handbook Article 15.16.1: While a timeline is useful, in this case the less than one-year timeline is guidance to classifiers on what to consider as “inexperienced”. The timeframe of one year could mean 50 matches for some athletes and only two for others. This decision requires a judgement from the IWRF about the quality of the athlete’s experience in the sport.

15.16.2 The athlete has a fluctuating and/or progressive impairment/s that is/are permanent but not stable. (Refer to this IWRF Handbook for Classifiers Article Sport Class Status for Athletes with Fluctuating and/or Progressive Impairments.)

15.16.3 The athlete has an eligible impairment that complies with minimum impairment criteria (MIC), but the impairment has not yet stabilized, for example, a non-progressive, acquired injury of two years or less.

15.16.4 The athlete has not yet reached musculoskeletal or sports maturity.

Comment Handbook Article 15.16.4: In general, athletes 18 years or older may be considered to have reached musculoskeletal maturity. Research suggests this varies depending on age, sex and environmental factors.

15.16.5 The athlete requires further evaluation sessions as a result of an accepted Protest in accordance with the IWRF Classification Rules Part Six Protests.

15.16.6 A Review sport class status is immediately added to an athlete's sport class if an IWRF Protest or a National Protest is accepted (and the athlete's sport class status is not already R).

Management of Sport Class Status Review

15.17 Sport Class Status Review is managed in accordance with the IWRF Classification Rules Article 15.5 Sport Class Status Review.

15.18 The athlete's sport class and sport class status review are valid for entry into an IWRF recognized Competition.

Comment Handbook Article 15.18: In major Para sport competitions such as those under the jurisdiction of the IPC, including the Paralympic Games, athletes with R sport class status are not permitted to participate.

15.19 An athlete with sport class status R must complete athlete evaluation prior to competing at any international competition, unless the IWRF specifies otherwise such as:

15.19.1 If the athlete's next appearance is at a competition where classification is not available, the athlete may be permitted to compete with his/her current sport class and sport class status R.

15.19.2 If the time frame between the competition where the sport class and sport class status R was allocated and the next international competition is brief and after review of the athlete's classification records, the International Wheelchair Rugby Federation has no immediate concern about the sport class allocated.

15.19.3 If the athlete has a fluctuating or progressive health condition and the IWRF has no immediate concern about the stability of the impairment, the IWRF may specify that the athlete does not have to undergo classification before an 11-month period.

Comment Handbook Article 15.19.3: In deciding the length of time considered brief by the IWRF, three months is an often-used timeframe as a guideline. However, in all cases, athlete rosters will be reviewed along with the specific athlete's classification record and the reason for R status, with the IWRF Head of Classification or the

Competition Chief Classifier making the decision on whether the athlete is required to attend classification again because of concern about the sport class allocated.

- 15.19.4 If an athlete leaves a competition with R sport class status, this evaluation does not count as one of the athlete's three consecutive evaluations without a change in sport class that is required for allocation of a confirmed sport class status.
- 15.19.5 If an athlete enters a competition with R status that is not resolved at that competition, the athlete has a two-year time period from the conclusion of that competition in which to complete athlete evaluation. (Refer to the International Wheelchair Rugby Federation Rules, Sport Class Status Review, Article 15.5 for further details).

Comment Handbook Article 15.19.5: if the athlete has a stable impairment with slow to no change, the athlete may be allocated FRD sport class status rather than R status, which will set the date for which the athlete may undergo the next classification at no less than 11 months.

Management of Sport Class Status Review with Fixed Review Date

- 15.20 Sport Class Status Review with a Fixed Review Date (FRD) is managed in accordance with the IWRF Classification Rules Sport Class Status Review with a Fixed Review Date Article 15.6.
- 15.21 When an athlete enters a competition with FRD 1 or FRD 2 sport status and a valid sport class previously awarded by an IWRF classification panel, the athlete's sport class status is changed following the physical and technical assessment to the tracking code OA to continue forward to Observation Assessment.
- 15.22 If the athlete leaves a competition with FRD 1 status, the evaluation counts as one of the athlete's three consecutive evaluations with no sport class change required for allocation of confirmed (C) sport class status.
- 15.23 If an athlete enters a competition with FRD 1 status and following the conclusion of athlete evaluation, there is no change in sport class; the athlete leaves with FRD 2 status. This evaluation is considered the athlete's second consecutive evaluation towards C sport class status.
- 15.24 If an athlete enters a competition with FRD 2 status and following the conclusion of athlete evaluation, there is no change in sport class; the athlete is allocated C sport class status.

15.25 If an athlete with FRD 1 or FRD 2 leaves a competition with Review Status, this means the athlete will enter the next competition with R status and must have this resolved within a two year time period or the R status will convert to CNC, in accordance with the IWRF Classification Rules Sport Class Status Review Article 15.5.2.

15.26 An Athlete with sport class status Review with Fixed Review Date (FRD) requires further evaluation sessions within a set time frame in accordance with the IWRF Classification Rules Sport Class Status Review with a Fixed Review Date Article 15.6.

Comment Handbook Article 15.26: The IWRF does not specify a set time frame within which the athlete must be seen. However, the IWRF requires that an athlete must not undergo classification prior to the 11-month fixed review date timeframe. As such, an athlete with FRD 1 or FRD 2 may continue to participate in competitions where classification is not available indefinitely until the athlete is able to attend a competition where classification will take place.

15.27 The athlete with FRD status is not required to undergo athlete evaluation prior to the 11-month fixed review date.

15.27.1 The IWRF considers the 11-month review date based on the date of the competition where the previous athlete evaluation has taken place. For example, if the date of the evaluation was 06.2020, the next evaluation may take place 05.2021 or later.

15.27.2 The next evaluation may take place later than the fixed review date but not earlier unless the IWRF issues special ad hoc provisions to operate during competitions under its jurisdiction.

Sport Class Status for Athletes with Fluctuating or Progressive Impairments

15.28 The athlete who has a fluctuating and/or progressive impairment that is permanent but not stable may be allocated Review (R) Sport Class Status so that a classification panel may review the athlete earlier than the 11-month fixed review date.

15.29 If the athlete's sport class remains unstable (the degree of impairment is fluctuating), the R sport class status may remain long-term.

15.30 If the athlete's sport class is stable, the R sport class status may be changed to Review with a Fixed Review Date (FRD) and eventually to Confirmed (C) after three consecutive athlete evaluations with no change in sport class.

Comment Handbook Article 15.30: This means the athlete is allocated FRD 1; remains stable at the next athlete evaluation and is allocated FRD 2. And if the athlete continues to be stable at the third consecutive athlete evaluation, the athlete is allocated C sport class status.

16 Multiple Sport Classes

16.1 Multiple sport classes are not possible for athletes in the IWRF.

17 Notification

17.1 Notification and publication of the outcome of athlete evaluation is conducted in accordance with the IWRF Classification Rules Article 17 Notification.

17.2 The timeline for decisions on sport class allocation dictates when notification is made to athletes and/or national member organizations and outcomes are published.

Sport Class Decision Timelines

17.3 The timeline for decisions on sport class to take effect varies depending on the sport class status of the athlete.

17.4 Athletes who enter the competition with sport class status New (N) or Review (R) may have their sport class changed at any time and this change will take effect immediately or as soon as is logistically possible. This includes decisions regarding eligibility.

Sport Class Status New Timeline

17.5 If an Athlete is attending an IWRF competition and obtaining their first IWRF sport class, (with sport class status N), that Athlete's sport class may be changed at any time during the competition and this change will take effect immediately.

17.6 If the athlete is given a Not Eligible (NE) sport class, the athlete's ineligibility takes effect immediately, or as soon as logistically possible in accordance with the competition rules of play.

Sport Class Status Review Timeline

17.7 Athletes entering an IWRF competition with sport class status R may have their sport class changed at any time during the competition, including decisions regarding eligibility.

17.8 This means if an athlete is attending an IWRF Competition with R sport class status carried forward from a previous competition or is an athlete with R status due to a fluctuating impairment that athlete's sport class may be changed at any time during the competition as soon as is logistically possible.

17.9 If the Athlete is allocated a Not Eligible (NE) sport class, this athlete's ineligibility occurs as soon as possible.

Sport Class Status Fixed Review Date Status Timeline

17.10 In order to minimise the impact of a change to an athlete's sport class on that athlete and the athlete's team, a distinction is made in the process of allocating a succeeding sport class in comparison with the approach taken with athletes who are presenting for IWRF classification for the first time or for athletes who have carried R status since their preceding classifications.

17.11 The evaluation of athletes with Review with Fixed Review Date (FRD), which means the athlete has a previous IWRF sport class, is managed in accordance with the IWRF Classification rules, Appendix One, Section 6 Classification of Athletes with Previous IWRF Sport Class.

17.12 This procedure recognises and respects the validity of previously awarded IWRF sport classes and the classification panels who allocated the sport classes.

17.13 If a classification panel assessing an athlete who has an FRD 1 or FRD 2 Sport Class Status, believes the athlete may have been awarded an inaccurate sport class in the previous evaluation, any change to the athlete's sport class must only be made following the completion of all three parts of athlete evaluation: physical, technical, and observations assessments.

Comment Handbook Article 17.13: What this means is when an athlete is rostered for a competition with FRD 1 or FRD 2 sport class status and a valid sport class previously awarded by an IWRF classification panel, the entry FRD sport class status is changed to tracking code OA to undertake the observation assessment. If the results of the physical assessment and/or technical assessment indicate the current sport class may not be accurate, the classification panel must complete the observation assessment prior to making any change in sport class.

- 17.14 This procedure applies regardless of whether the classification panel believes the athlete's sport class should be raised or lowered.
- 17.15 This procedure applies whether the athlete is taking part in a standard athlete evaluation session or an athlete evaluation as part of a protest.
- 17.16 Following successful completion of all components of the athlete evaluation process, if the classification panel makes a decision that a sport class change is needed, the athlete will be notified as soon as possible.
- 17.17 If the decision is made prior to the start of semi-finals or championship rounds, the change takes effect as soon as logistically possible, including decisions regarding eligibility.
- 17.18 If in a competition where the IWRF specifies athletes with R and FRD status can continue to play in the semi-final and championship rounds (carrying an OA tracking code); and the decision is made after the start of semi-finals or championship rounds, the change does not take place until the end of the competition.

Comment Handbook Article 17.18: If a decision is not made by the end of the competition, the OA tracking code reverts to R sport class status.

- 17.19 This timeline for sport class change for athletes with FRD status does not apply in the following circumstances:
- 17.19.1 When athlete evaluation must be suspended. (Refer to the IWRF classification rules Article 30 Suspension of Athlete Evaluation.)
- 17.19.2 When an athlete has been determined by the previous panel to be Not Eligible (NE), and the second panel is conducting the second evaluation session according to the IWRF Classification Rules Article 18 Sport Class Not Eligible.

Notification to Athletes

Notification of Entry Sport Class Following Physical and Technical Assessment

- 17.20 Once the classification panel has made a decision on the athlete's entry sport class after the physical and technical assessment, the classification panel shall inform the athlete and/or team representative of the panel's decision. This should take place in the classification area as soon as possible after the decision is taken.

- 17.20.1 The entire panel should inform the athlete and support person who was present during the evaluation. In some situations, two members of the panel may inform the athlete and support person if logistics require this to allow expedient notification. If a PCR and EBM are included in the athlete evaluation, they may also attend.
- 17.20.2 If further discussion is needed and logistics do not permit this to take place at the time the athlete and support personnel are informed of the decision, the Panel may schedule a later time for discussion. This could involve the Chief Classifier if required.
- 17.20.3 If there are logistical issues with the classification space being available at the time set for further discussion, the Chief Classifier will work with the IWRF Technical Delegate to organize an appropriate space.

Notification of Verified Sport Class Following Observation Assessment

- 17.21 If the panel verifies the athlete's sport class following observation assessment during the competition evaluation period, at least two members of the classification panel shall inform the athlete and/or team representative as soon as is logistically possible.
 - 17.21.1 If the classification panel wishes to have a private space to inform the athlete and athlete support personnel, they can set a time with the athlete and athlete support person to meet as soon as logistically to make the notification.
 - 17.21.2 If the athlete and athlete support personnel have further questions, the panel can refer them to the Chief Classifier, who will manage options from that point forward.
 - 17.21.3 If a Player Classification Representative and IWRF Executive Board Member of their designee were requested to participate in the athlete evaluation, they may also attend the session informing the athlete of the sport class decision.

Comment Handbook Article 17.21: These steps are only for a notification that the sport class is verified after observation assessment. Refer to Changes in Sport Class Resulting from Observation Assessment, in the following 17.22- 17.27 for further explanation of the steps to take if a change in sport class may be required. Also refer to the IWRF Classification Rules, Appendix One, Section 6 Classification of Athletes with a Previous Sport Class.

Changes in Sport Class Following Observation Assessment

- 17.22 If following observation assessment, the classification panel thinks there may be need of a sport class change, then any change in sport class should only be done

after further physical and technical assessment rather than solely on the basis of the observation assessment. Further evaluation session will need to be scheduled. (Refer to the IWRF Classification Rules, Appendix One, Figure 2, Minimum Impairment Criteria and Athlete Evaluation.)

Comment Handbook Article 17.22: If an athlete was NOT able to perform sport activities in the technical assessment at the level as observed by the classification panel in the observation assessment further review by the classification panel is required. This repeated or additional testing is required to ensure this is not a factor of equipment, training and/or skill. It may help to repeat part or all of physical assessment to verify level of impairment, for example manual muscle testing scores for particular muscle groups or limb length measurements in question. In addition, it will be helpful to repeat part or all of the technical assessment with and without equipment to clarify why the athlete can do these activities on court but not during testing. If the further testing does not satisfy the panel, they may take the decision to suspend further athlete evaluation and allocate CNC.

17.23 If the classification panel decides further evaluation needs to be scheduled at least one member of the classification panel shall inform the athlete and/or team representative as soon as is logistically possible.

Comment Handbook Article 17.23: If requested, the competition chief classifier can assist the panel in finding an appropriate time to schedule further evaluation.

17.24 If following the final decision of the classification panel, no change in sport class is needed; the panel should follow the steps in this IWRF Classifier Handbook “Notification of Verified Sport Class Following Observation Assessment”.

17.25 Once the classification panel arrives at its final decision that a change to an athlete’s sport class is needed, the classification panel shall inform the athlete and/or team representative as soon as is logistically possible.

17.25.1 A minimum of two members should inform the athlete.

17.25.2 The classification panel should set a time with the athlete and athlete support person to meet as soon as logistically to make the notification, particularly if there will be questions or discussion needed for explanation; if so, a private space should be available to discuss with the athlete and athlete support personnel.

17.25.3 After the notification and explanation is given, if the athlete and athlete support personnel have further questions, the panel will refer them to the Chief Classifier, who will manage options from that point forward.

17.25.4 If a Player Classification Representative and IWRF Executive Board Member of their designee were requested to participate in the athlete evaluation session, they may also attend the session informing the athlete of the sport class decision. The Chief Classifier may also attend.

Comment Handbook Article 17.25: Having at least two classifiers is particularly important for two reasons: (1) for support if there is a potentially contentious situation and (2) to support and mentor lower level classifiers in informing the athlete and athlete support personnel.

17.26 The Chief Classifier will notify the International Wheelchair Rugby Federation and local organizing committee of the classification panel's decision as soon as is logistically possible

Comment Handbook Article 17.26: The individual representing the IWRF at a competition may be the TD or ATD, or Head Official. The member of the local organizing committee is the Competition Director or their designee.

17.27 Sport Class changes must be posted at the competition venue and distributed to all teams/nations at the end of each day of the competition evaluation period, or as soon as is logistically possible.

Comment Handbook Article 17.27: Notification of Sport Class changes is typically communicated to teams by informing the IWRF Technical Delegate (TD) or the competition, Assistant Technical Delegate (ATD), the competition Head Official and the Competition Director. The IWRF then distributes the outcomes to the teams.

Changes in Sport Class and Status if Observation Assessment Not Completed

17.28 If an athlete does not complete observation assessment in the appropriate timeline for the specific competition, the athlete's sport class allocated after the physical and technical assessment cannot be validated. (Refer to the IWRF Classification Rules Articles 14.5-14.7.)

17.29 Changes in sport class status may take place and are dependent on the sport class and sport class status with which the athlete was rostered. (Refer to the IWRF Classification Rules Article 15 Sport Class Status.)

17.30 Sport Class Status New (N)

17.30.1 Sport class allocated after the physical and technical assessment is set aside.

17.30.2 The athlete is considered classification not completed and tracking code CNC will be published at the competition and on the IWRF classification master list.

17.30.3 The athlete cannot compete in the semi-final or championship rounds of the competition.

17.30.4 The athlete enters the next competition with sport class status N.

17.31 Sport Class Status Review (R)

17.31.1 Sport class allocated after the physical and technical assessment remains.

- 17.31.2 Sport class status R is changed to tracking code OA to undertake observation assessment.
- 17.31.3 The athlete may be able to play in the semi-final and championship rounds, depending on the reason for the R status and the type of competition at the discretion of the IWRF.
- 17.31.4 Any athlete with review status that is not resolved after failing to complete observation assessment will have a two-year time period in which to complete athlete evaluation; after which the R status converts to CNC and the athlete will no longer have a valid sport class and sport class status. (Refer to the International Wheelchair Rugby Federation Classification Rules, Article 15.5.2.)
- 17.31.5 If the athlete is rostered with R status because of a fluctuating and/or progressive impairment, the athlete may be permitted to play in the semi-final and championship rounds. Review status due to a fluctuating or progressive impairment may be retained without an expiration date. If the athlete is rostered with R status because of inexperience and/or skeletal immaturity, they should not be permitted to compete in the semi-final and championship rounds.

Comment Handbook Article 17.31.5: If the athlete is rostered with R status due to an existing pre-competition protest, the decision regarding whether the athlete is permitted to play in the championship rounds is determined by their sport class prior to the protest, in accordance with IWRF Classification Rules, Appendix 1, Section 9, 9.23 – 9.25. – Timeline for Protest Decision Taking Effect.

Comment One Handbook Article 17.31: In this example, an athlete with R status completes their physical and technical assessments, and the classification panel thinks there may be a change in sport class based on these components:

- a. This should be recorded on the classification form, and the athlete notified:
- b. the athlete is considered classification not completed and tracking code CNC will be published at the competition.
- c. The athlete cannot compete in the semi-final or championship rounds of the Competition.
- d. The outcome post competition is the sport class with which the athlete entered and sport class status R, which will be posted on the IWRF Classification Master list.
- e. The athlete enters the next competition with the sport class the athlete had and sport class status R.

Comment Two Handbook Article 17.31: In this example, an athlete with R status completes their physical and technical assessment and the classification panel does not believe a change in sport class is likely:

- a. If the athlete does not complete first appearance, the athlete may continue with tracking code OA and compete in the semi-final or championship rounds of the Competition.

- b. If the athlete does not meet first appearance, the outcome post competition is the sport class with which the athlete entered and sport class status R, which will be posted on the IWRF Classification Master list
- c. The athlete enters the next Competition with the sport class with which the athlete had and sport class status R.

17.32 Sport Class Status FRD (FRD 1 and FRD 2)

17.32.1 Sport class allocated after the physical and technical assessment remains.

17.32.2 Sport class status FRD is converted tracking code OA to undertake observation assessment.

17.32.3 The athlete may be able to play in the semi-final and championship rounds, depending on the type of competition and at the discretion of the IWRF.

Comment One Handbook Article 17.32: In this example, an athlete completes their physical and technical assessments, and the classification panel thinks there may be a change in sport class based on these components:

- This should be recorded on the classification form, and the athlete and NMO notified of the importance of completing first appearance in a timely manner, due to the possibility of a change in sport class. This advice should include the consequences, described below, of not making first appearance in the preliminary rounds.
- The athlete proceeds to observation assessment with the sport class with which they entered and with OA tracking code to complete first appearance.
- If the athlete does not complete first appearance before the semi-final or championship rounds, the athlete is given CNC.
- The athlete cannot compete in the semi-final or championship rounds of the Competition.
- The outcome post competition is the sport class with which the athlete entered and sport class status R, which will be posted on the IWRF Classification Master list.
- The athlete enters the next competition with the sport class the athlete had and sport class status R.

Comment Two Handbook Article 17.32: For example, an athlete completes their physical and technical assessment and the classification panel does not believe a change in sport class is likely:

- If the athlete does not complete first appearance, the athlete continues with tracking code OA and may compete in the semi-final or championship rounds of the Competition.
- If the athlete does not meet first appearance, the outcome post Competition that will be posted on the IWRF Classification Master list is the sport class with which the athlete had and sport class status review (R).
- The athlete enters the next Competition with the sport class with which the athlete had and sport class status review (R).

Notification of Third Parties

17.33 At the end of each day of the classification evaluation period and at the end of each day of the competition evaluation period, the Chief Classifier should communicate the outcomes of sport class and sport class status to the IWRF and the local organizing committee.

Comment Handbook Article 17.33: At an IWRF recognized event, the IWRF Technical Delegate (TD) or in some cases, the Assistant TD is the representative of the IWRF who is notified of the results. The Chief Classifier informs the Head Referee of sport class decisions. If not logistically possible, the Chief Classifier may ask the IWRF TD to inform the competition Head Referee of sport class decisions. The IWRF TD, ATD and/or the local organizing committee representative are responsible for posting and/or emailing to team managers or designated contacts. The IWRF Head of Classification is notified of all classification results at the end of the competition.

17.34 The Chief Classifier and/or IWRF and the local organizing committee should inform all relevant parties of outcomes of athlete evaluation.

17.35 Sport class and sport class status should be posted at the competition venue and/or distributed to all teams/nations at the end of each day, or as soon as is logistically possible.

17.36 If an athlete has received an IWRF sport class that is different from the athlete's national sport class, the head classifier of the athlete's nation may contact the IWRF Head of Classification and the respective Zone Head Classifier to discuss differences between the athlete's IWRF sport class and national sport class.

18 Sport Class Not Eligible

18.1 Sport Class Not Eligible is described in the IWRF Classification Rules, Article 18 Sport Class Not Eligible.

Management of Sport Class Not Eligible – absence of Eligible Impairment

18.2 An athlete who does not have an eligible impairment or does not have an underlying health condition is allocated Sport Class Not Eligible and is managed in accordance with the IWRF classification rules, Article 18 Absence of Eligible Impairment - Not Eligible.

18.3 The athlete is allocated sport class not eligible and sport class status confirmed (NE C). This decision takes effect immediately in all circumstances.

18.4 The athlete in this case has no right to request review by a second classification panel and is not permitted to participate in IWRF wheelchair rugby. (Refer to the IWRF Classification Rules Sport Class Not Eligible Article 18.5.)

Management of Sport Class Not Eligible – Absence of Compliance with Minimum Impairment Criteria

18.5 A classification panel may determine that an athlete who has an eligible impairment is ultimately not eligible any stage of the classification process in accordance with the IWRF Classification Rules, Appendix One, Section 7 Not Eligible –Minimum Impairment Criteria.

Comment Handbook Article 18.5: The Chief Classifier and/or classification panel may be delegated to verify the athlete has an eligible impairment and underlying health condition at a competition. If this is the scenario, the classification panel may make the decision the athlete does not have an eligible impairment or health condition and, as such, athlete evaluation is terminated. The athlete is allocated NE, which is not subject to protest, and documented as NE C.

18.6 An athlete who has an eligible impairment but fails to meet the minimum impairment criteria is allocated sport class status not eligible (NE) and sport class status review (R) in accordance with the IWRF, Article 18 Absence of Compliance with Minimum Impairment Criteria and Appendix One, Section 2 Minimum Impairment Criteria.

18.7 If an athlete exceeds the major and/or minor criteria described for eligibility in the technical or observation assessment, the athlete should return to the classification panel as soon as is practicable for re-assessment to determine how the athlete met MIC in the physical assessment but displayed less activity limitation in the technical assessment than would be expected. Refer to the IWRF Classification Rules Appendix One, Section 3 Assessment for Allocation of Sport Class and Sport Class Status and Table 5: Major and Minor Criteria Description and Scoring.

Comment Handbook Article 18.7: This scenario may take place if an athlete has an eligible impairment for which there is not yet an objective measure for MIC. The technical and observation assessment are used to decide upon eligibility on the basis of major and minor criteria.

18.7.1 If the athlete declines a second evaluation session, the Athlete must be allocated sport class not eligible and sport class status confirmed (NE C). The Chief Classifier or classification panel must ensure the athlete is fully aware the consequences by signing a waiver declining re-assessment will result in NE C.

Comment Handbook Article 18.7.1: Refer to the IWRF website for the Waiver for Declining Re-Assessment form.

18.7.2 No further evaluation opportunities are available once the waiver form is signed, unless conditions occur as described in the IWRF Classification Rules Medical Review Article 31 and changes to Sport Class criteria Article 15.7.

18.8 If the athlete proceeds to a second evaluation session, the second classification panel must undertake evaluation of the athlete with reference to all available classification information, including the decision or process undertaken by the first classification panel.

Comment Handbook Article 18.8: This means the classification panel conducting the second evaluation must review all previous classification documentation, including that of the most recent classification panel In order to understand the rationale for decisions made by previous panels. While the second panel may make a different decision, it is critical to consider all previous and current documentation to make the most accurate and complete decision possible.

18.9 Athletes and the national member organization (NMO) are permitted the opportunity to present additional evidence (medical documentation, written evidence or video footage) to support the evaluation by the second classification panel in accordance with the IWRF Classification Rules, Appendix One, Section 7 Not Eligible – Minimum Impairment Criteria.

18.9.1 In some cases, this evidence may be readily available and provided to the second panel at that competition.

18.9.2 In order to be considered by a second panel during the same competition, the additional evidence must be made available to them in order to render a decision within the competition time frames.

18.9.3 The maximum time frame to provide additional evidence is 48 hours following the NE decision.

18.9.4 If the athlete and NMO elect to gather further evidence with a view to an out of competition evaluation in the future, the time frame in which to present the additional evidence is up to but no less than four weeks prior to the start of the out of competition evaluation.

Comment Handbook Article 18.9: Examples of useful additional medical evidence and documentation may include but not be limited to: medical history documentation, medical and/or surgical reports, medical specialist

reports that explain MRI, X-ray, CAT scan or other tests the athlete has undergone, medical reports of treatment the athlete has received. Examples of useful classification evidence may include but not be limited to national classification records, documentation such as a national member organization may present in a protest.

Management of Sport Class Not Eligible Resulting from a Protest Decision

18.10 If an athlete makes (or is subject to) a protest on a previously allocated sports class other than NE and is allocated Sports Class NE by a protest panel, the athlete must be provided with a further and final evaluation session, which will review the decision to allocate sport class NE made by the protest panel.

18.11 A circumstance could arise where the first panel at a competition awards an athlete an eligible sports class, but this decision is then protested. If the protest panel determines that the athlete is NE, then the automatic review of this decision cannot occur at the same competition.

18.11.1 In this situation, the athlete is designated as NE R, and evaluation by the second classification panel will need to at another event or could occur out of competition.

18.11.2 Out of competition evaluation may occur during a competition where the athlete is not rostered to compete.

18.12 This NE R evaluation session follows the same procedure as for any other decision of NE sport class due to absence of compliance with minimum impairment. Refer to the IWRP Classification Rules, Articles 18.6-18.9.

Type A Panel allocating NE - Management of Second Evaluation Session

18.13 Upon notification that an NE sport class status has been awarded to an athlete by the first classification panel, the Chief Classifier will schedule the athlete for review by the second panel present at the competition as soon as practicable.

18.14 The second classification panel must undertake evaluation of the athlete with reference to all available classification information, including the decision or process undertaken by the first classification panel.

18.15 Depending on the workload of the competition and other logistics, the review by the second panel and final decision may take place within the competition timeframe.

Comment Handbook Article 18.15: Because the panel conducting the NE R performs observation assessment through use of video footage, these athletes are allocated R status to undergo observation in competition at the next competition where classification is available. However, if further on court observation can take place within the same competition where this decision is made, it may be possible for the panel to confirm the sport class and sport class status.

18.16 If the second classification panel does not have sufficient time to complete the evaluation during the competition, the Chief Classifier will direct the panel to complete their evaluation following the end of the competition, and to advise the Chief Classifier of the outcome as soon as deliberations are complete, and a decision has been made.

18.17 If the second classification panel is not able to make a decision before the end of the competition, the Chief Classifier will advise the athlete/team that a decision has not been finalized, and that the final decision will be made within a time frame set by the IWRF following the date of the NE decision being made:

18.17.1 In the case of a second review within competition timeframe but the panel decision is deferred due to panel logistical factors (for example, no time to complete deliberation), the timeframe for a decision is within six weeks.

18.17.2 If in the case the athlete/team wishes to submit any additional evidence, the second review is conducted as an out of competition evaluation, which allows a longer period for gathering additional evidence and time for panel deliberation. The timeframe for this scenario is eight weeks from time of decision to information submission to panel decision.

18.18 Upon completion of their deliberations, the second classification panel will notify the Chief Classifier of the outcome of their evaluation.

18.19 The Chief Classifier will notify the team, athlete and IWRF Head of Classification of the outcome.

18.20 A circumstance could arise where the first panel at a Type A competition awards an athlete an eligible sports class, but this decision is then protested. If the second panel determines that the athlete is NE, then the automatic review of this decision cannot occur at the same competition and the athlete is designated as NE R.

18.21 The IWRF may make arrangements for some or all of the components of this second evaluation session to be carried out at a place and time away from a competition (“non-competition venue”) in accordance with the IWRF Classification Rules Article 27 Special Provisions.

Type B Panel allocating NE - Management of Second Evaluation Session

18.22 Upon notification that an NE sport class has been awarded to an athlete, the Chief Classifier will advise the athlete/team that further evaluation will be conducted by a second classification panel out of competition, to be appointed by the IWRF Head of Classification as soon as logistically possible.

18.23 Out of competition evaluation may occur during a competition where the athlete is not rostered to compete.

Comment Handbook Article 18.23: The IWRF position is that NE R is a valid sport class for inclusion of an athlete on a team roster, even though they are not able to take the court at an event.

18.24 The Chief Classifier at the competition will advise the IWRF Head of Classification of the NE decision.

18.25 The Chief Classifier or the IWRF Head of Classification will advise the athlete/team that they will need to submit video evidence for the observation assessment and any additional evidence to the IWRF Head of Classification, who will then provide this information to the appointed panel.

18.26 The athlete/team will be advised they have no less than four weeks prior to the NE R evaluation to submit further evidence to the IWRF Head of Classification, if they choose to do submit any further evidence.

18.27 For a NE R evaluation video footage is required to complete the observation assessment. Video footage should be no more than 12 months old, and ideally shows the athlete competing at a competition of a similar level and giving maximal effort. These same conditions apply if the athlete or team wishes to submit further match video footage as additional evidence.

Comment Handbook Article 18.27: Actual match footage is required to complete the observation assessment. Video of practices, training, or video clips of an athlete highlighting certain sport activities during a match or practice are not admissible as match video footage.

18.28 The IWRF Head of Classification will convene a panel of classifiers of equal or greater certification level than those who awarded the NE sport class for an out of competition evaluation.

18.29 When evidence has been received, the IWRF Head of Classification will provide the evidence to the second classification panel.

- 18.30 The second classification panel must undertake evaluation of the athlete with reference to all available classification information, including the decision or process undertaken by previous classification panels.
- 18.31 The second classification panel may begin review of any additional evidence submitted prior to the out of competition evaluation. The physical and technical assessment as well as observation assessment by video are completed at the out of competition venue where the athlete is present. If in exceptional circumstances, a decision cannot be made prior to the end of the competition at which the evaluation is taking place, the panel may continue to deliberate to finalize their decision using any means at the sole discretion of the IWRF, such as use of technology for video conferencing or conference calls
- 18.32 As soon as a decision has been reached, the second classification panel will advise the Chief Classifier of the competition at which the out of competition evaluation is taking place and the IWRF Head of Classification of the outcome.
- 18.32.1 The timeframe for a decision to be made at an out of competition venue is expected by the end of the competition.
- 18.32.2 However, in the event of an exceptional circumstance that prevents the panel from making a decision prior to end of a competition due to logistical reasons, this decision is typically made six weeks following the conclusion of the competition.
- 18.33 If the decision is made at the out of competition venue, the classification panel gives verbal notification of this decision to the athlete/team. If the decision must be deferred until after the competition, the IWRF Head of Classification will provide a written decision of the outcome to the athlete/team.

Management of Not Eligible if Not Upheld by Second Classification Panel

- 18.34 If the classification panel undertaking the NE (R) evaluation session does not uphold the NE decision of the previous classification panel, this is managed according to the eligible sport class status of the athlete prior to the NE decision. (Refer to the IWRF Classification Rules Appendix One Section 7.6 Classification Panel not upholding NE decision of previous panel.)
- 18.35 Previous Sport Class Status New (N)

- 18.35.1 The classification panel allocates a sport class based on the outcome of their evaluation.
- 18.35.2 The classification panel should designate a sport class status review (R).
- 18.35.3 The athlete must undergo evaluation prior to any subsequent international competition where classification is available unless otherwise specified by the IWRF.

18.36 Previous Sport Class Status Review (R)

- 18.36.1 The previous sport class and sport class status R is reinstated.
- 18.36.2 The athlete must undergo evaluation prior to any subsequent international Competition where classification is available unless otherwise specified by the IWRF.

18.37 Previous Sport Class Status Review with Fixed Review Date – FRD 1 or FRD 2

- 18.37.1 If the athlete had review with fixed review date sport class status FRD 1 or FRD 2 prior to the competition, the athlete is allocated R sport class status; provided there is no change to the prior eligible sport class in accordance with the IWRF Classification Rules, Appendix 1, Section 7.7.
- 18.37.2 The athlete must undergo evaluation at the first opportunity after the relevant fixed review date.

Athlete Evaluation at a Non-Competition Venue

18.38 The IWRF may allow athlete evaluation to take place at a location, referred to as a non-competition venue, and time other than at a competition; only in order to conduct the second evaluation session in a decision of NE R.

- 18.38.1 In order to provide athletes with the greatest possibility to undergo a second athlete evaluation session by a classification panel for a NE R decision, the IWRF may have all or parts of athlete evaluation take place at a non-competition venue or any location properly fitted to conduct all necessary parts of athlete classification.
- 18.38.2 A classification panel must conduct physical and technical assessment with the athlete present.
- 18.38.3 The observation assessment conducted by use of video may be done with or without the athlete present. As observation assessment is conducted by video review only, once observation assessment is completed, sport class status R must be allocated.

Comment Handbook Article 18.38: if the athlete's NE decision is upheld by the second classification panel, then sport Class NE and sport class status C is allocated. If the NE decision is not upheld and the athlete is allocated an eligible sport class, then R status is the only option following the completion of the observation assessment. The athlete will have to undergo a full evaluation at the next available opportunity with observation assessment conducted on court during the competition.

18.39 If the IWRF plans to make a second athlete evaluation session available at a non-competition venue, it must give reasonable notice to the national member organization of the location of the non-competition venue and the date on which the second athlete evaluation will be offered.

19 Protests and Scope of Protest

19.1 A protest is the procedure by which a reasoned objection to an athlete's sport class is submitted and subsequently resolved. Protests are managed in accordance with the IWRF Classification Rules Part Six: Protests and Appendix 1, Section 9 – Management of Protests.

Timeline for Protest Decision Taking Effect

19.2 The implementation of any change of sport class occurring as a result of a protest will take effect as soon as possible prior to the start of the competition semi-finals or championship rounds. (Refer to the IWRF Classification Rules Appendix 1 Section 9 – Management of Protests.)

20 Parties Permitted to Make a Protest

20.1 A protest may only be made by one of the following bodies in accordance with the IWRF Classification Rules Article 20 Parties Permitted to Make a Protest:

20.1.1 A National Member Organization (NMO Protest)

20.1.2 An International Federation Protest (IWRF Protest).

21 Protest Panel

21.1 The appointment of a classification panel to manage a protest is in accordance with the IWRF Classification Rules, Article 9 Management of Protests.

Appointing a Classification Panel

22 Provisions where no Protest Panel is Available

22.1 This situation is managed according to the IWRF Classification Rules Article 26 Provisions Where No Protest Panel is Available.

23 Athlete Failure to Attend Classification

23.1 Failure to attend an evaluation session is managed according to the IWRF Classification Rules Article 29 Failure to Attend Athlete Evaluation.

23.2 An athlete's NMO must take reasonable steps to ensure the Athlete attends an evaluation session.

23.3 If an athlete fails to attend an Evaluation Session, the Chief Classifier may, if satisfied that a reasonable explanation exists for the failure to attend and subject to the practicalities at a competition, specify a revised date and time for the athlete to attend a further evaluation session.

23.4 Failure to attend evaluation includes:

23.4.1 Not attending the evaluation at the specified time or place;

23.4.2 Not attending the evaluation with the appropriate equipment/clothing and/or documentation, including a government issued photo ID card, passport, or event accreditation to confirm identity; and/or

23.4.3 Not attending the evaluation accompanied by the required athlete support personnel, including a translator if necessary.

a. The athlete may opt to attend the evaluation session without a support person or translator. If the athlete chooses to participate without a support person, or communicates effectively without a translator, and opts to attend without a translator, this is not considered failure to attend.

b. If the athlete is unable to communicate effectively with the classification panel, the athlete must have a translator present. If a translator is mandatory, but not available, this will count as failure to attend.

23.4.4 The athlete's choice to attend without a support person and/or translator may be recorded on the athlete's Evaluation Agreement Form.

23.4.5 If the athlete takes the remedial action to the satisfaction of the Chief Classifier or the IWRF Head of Classification, the evaluation session should be resumed in accordance with the IWRF Classification Rules Suspension of Athlete Evaluation, Article 30.2:

- a. A satisfactory explanation does not guarantee a second evaluation at a competition.
- b. If the workload of the classification panel and the schedule does not permit arranging a second evaluation, the second and final attempt to attend evaluation must be deferred to the next available opportunity. The athlete may not be permitted to compete at that competition.

23.5 If an athlete is not able to undergo a second evaluation session at that competition due to logistical reasons, this is managed in accordance with the IWRF Classification Rules, Article 30.2.

23.5.1 If entered with New (N) status, the athlete is designated Classification Not Complete (CNC) for the competition and will not be permitted to compete at that competition. Following the conclusion of the competition, the athlete has no sport class and sport class status N is reinstated. The next occasion to attend an evaluation session is deferred to the next available opportunity.

23.5.2 If the athlete enters with Review (R) status, meaning a previous sport class under review carried forward from a previous competition, the athlete is designated CNC for the competition and will not be permitted to compete at that competition. At the conclusion of the competition, the athlete's sport class may be reinstated with sport class review continuing.

23.5.3 If the athlete has a previous sport class and R sport class status due to a fluctuating impairment, the athlete is designated CNC for the competition and will not be permitted to compete at that competition. At the conclusion of the competition, the athlete's sport class may be reinstated with sport class status R continuing.

23.5.4 If the athlete entered with review with a fixed review date status (FRD 1 or FRD 2), the athlete is designated CNC for the competition and will not be permitted to compete at that competition. At the conclusion of the competition, the athlete's sport class may be reinstated with sport class status R. The athlete's fixed review date evaluation is deferred to the next available opportunity.

23.6 If the athlete is unable to provide a reasonable explanation for non-attendance, or if the athlete fails to attend an evaluation session on a second occasion this is considered a failure to comply with the Classification rules in accordance with the IWRF Classification Rules Article 30 Suspension of Athlete Evaluation.

- 23.6.1 The classification session is suspended.
- 23.6.2 The athlete is designated CNC and will have no sport class or sport class status, so the athlete is precluded from competing at the current and any further competitions until athlete evaluation can be completed with the allocation of a sport class and sport class status.
- 23.6.3 The next occasion to attend an evaluation session is deferred to the next available opportunity.
- 23.6.4 The athlete may be subject to additional consequences for suspension of athlete evaluation in accordance with the IWRF Classification Rules Article 30 Suspension of Evaluation Session.

24 Suspension of Evaluation Session

- 24.1 Suspension of athlete evaluation is managed according to the IWRF Classification Rules, Article 30 Suspension of Evaluation Session.
- 24.2 A classification panel, in consultation with the Chief Classifier, may suspend an evaluation session, if it is unable to allocate a sport class to the athlete in one or more of the following circumstances in accordance with the IWRF Classification Rules, Article 30:
 - 24.2.1 A failure on the part of the athlete to comply with any part of the relevant classification rules;
 - 24.2.2 A failure on the part of the athlete to provide medical information that is reasonably required by the classification panel;
 - 24.2.3 The classification panel believes that the use (or non-use) of any medication and/or medical procedure/device/implant disclosed by the athlete will affect the ability to conduct an evaluation session in a fair manner;
 - 24.2.4 The athlete has a health condition that may limit or prohibit complying with requests by the classification panel during an evaluation session, which the classification panel considers will affect the ability to conduct an evaluation session in a fair manner;
 - 24.2.5 If an athlete is unable to communicate effectively with the classification panel;
 - 24.2.6 If in the reasonable opinion of the classification panel, the athlete is physically or mentally unable to comply with the instructions of the classification panel;

- 24.2.7 The athlete refuses to comply with any reasonable instructions given by any classification personnel to such an extent that an evaluation session cannot be conducted in a fair manner;
- 24.2.8 The athlete's representation of his or her abilities is inconsistent with any information available to the classification panel to such an extent that an evaluation session cannot be conducted in a fair manner.
- 24.2.9 If the athlete's impairments and activity limitations are not consistent and vary during physical assessment, technical assessment and observation assessment, so that an appropriate class cannot be allocated by the classification panel.
- 24.3 If a classification panel suspends an evaluation session, the classification panel may designate the athlete as classification not completed (CNC) in accordance with the IWRF Classification Rules Article 10.
- 24.4 If an evaluation session is suspended by the classification panel the following steps must be taken:
- 24.4.1 An explanation for the suspension and details of the remedial action that is required on the part of the athlete will be given to the athlete and/or the relevant athlete support personnel and/or national member organization.
- 24.4.2 The Chief Classifier will reschedule the athlete to resume the evaluation session during a time period specified at that Competition and as soon as is logistically possible.
- 24.4.3 If the athlete takes the remedial action to the satisfaction of the Chief Classifier or the IWRF Head of Classification, the evaluation session will continue.
- 24.4.4 If logistically possible:
- a. A Player Classification Representative (PCR) should be present, and
 - b. An IWRF Executive Board Member (EBM) or designee should be present for the resumed evaluation session.
- 24.4.5 If the athlete fails to comply and does not take the remedial action, the evaluation session will be terminated.
- 24.4.6 If the athlete has a sport class at the time the evaluation is terminated, the athlete is designated as CNC.
- 24.4.7 The athlete is precluded from competing at any competition until the determination is completed.
- 24.4.8 The athlete may be tracked as CNC in the IWRF Classification Database.

24.5 The athlete is subject to disciplinary actions as determined by the IWRF:

- 24.5.1 The athlete is not permitted to undergo any further evaluation for IWRF wheelchair rugby for a minimum of three months, starting from the date on which the athlete failed to cooperate.
- 24.5.2 If the athlete entered with sport class status New (N), the athlete leaves without a sport class and sport class status. They are designated in the IWRF database CNC.
- 24.5.3 If an athlete entered with sport class status Review (R), the athlete is designated CNC for the period of suspension. Sport class status R is reinstated following the period of suspension. The timeframe for expiry of R status should be unaffected by the suspension period. (Refer to the International Wheelchair Rugby Federation Classification Rules, Article 15.5.2 regarding expiry of sport class and sport status review.)
- 24.5.4 If the athlete entered as review with a review with a fixed review date (FRD) and a previous FRD 1 or FRD 2, the athlete is designated CNC for the period of suspension. The athlete will have the fixed review date status changed to R sport class status following the period of suspension. The timeframe for expiry of the R sport class status begins following this suspension period.

Comment Handbook Article 24.5.4: Depending on the severity of the cause for suspension of athlete evaluation or other considerations such as a second or third offense of this nature, the IWRF may set a suspension timeframe for longer than three months.

- 24.5.5 Following the disciplinary suspension, if the athlete has taken the appropriate remedial action to the satisfaction of the IWRF Head of Classification, the athlete may be scheduled for athlete evaluation at another Competition as soon as is practicable.
- 24.5.6 If at the competition where suspension of athlete evaluation took place, the athlete who entered with new sport class status will re-enter with N sport class status.
- 24.5.7 If at the competition where suspension of athlete evaluation took place, the athlete who entered with R or FRD status (which is converted to R following the suspension period), will re-enter with the previous sport class and R sport class status.

24.6 If there is a second occurrence of suspension of athlete evaluation, the consequences that will be applied to the athlete may be one or more of the following:

24.6.1 Not eligible for athlete evaluation or other participation in competitions for a specified time period ranging from 12-24 months.

24.6.2 The athlete's sport class and sport class status is revoked and no longer valid.

24.7 If there is a third occurrence of suspension of athlete evaluation, the consequences may be:

24.7.1 A lifetime ban from IWRF Wheelchair Rugby.

24.8 A suspension of athlete evaluation may be subject to further investigation into any possible intentional misrepresentation in accordance with IWRF Classification Rules, Article 30.4.

25 Medical Review

25.1 Medical review is managed according to the IWRF Classification Rules Article 31 Medical Review.

25.2 A request for a medical review must be made if a change in the nature or degree of an athlete's impairment changes the athlete's ability to perform the specific tasks and activities in wheelchair rugby in a way that is clearly distinguishable from training, fitness, proficiency, and age.

25.3 A medical review request applies to any athlete who has been allocated:

25.3.1 Sport class with sport class status confirmed (C); or

25.3.2 Sport class with sport class status review with a fixed review date (FRD 1 or FRD 2) that is later than the current year.

Comment Handbook Article 25.3: For example, if the current year is 2020, and the athlete's fixed review date is 2021, the athlete may request a medical review in 2020, the current year.

25.4 A medical review request must be made by the athlete's national member organization (NMO):

25.4.1 The athlete's NMO must explain in writing how and to what extent the athlete's impairment has changed and why it is believed there has been a change in the athlete's ability to perform sport specific activities as a result.

25.4.2 An IWRF Medical Review form must be completed and received as soon as is reasonably practical.

- 25.4.3 The IWRF will conduct an assessment of the medical review to make a decision on whether the medical review will be accepted, and if so to schedule the athlete for an evaluation session as soon as is practicable following receipt of the medical review request form and supporting documents.
- 25.4.4 If a medical review is accepted, the athlete's sport class status is changed to R with immediate effect.
- 25.4.5 If a medical review is not accepted, the athlete's sport class and sport class status will not change.

Comment Handbook Article 25.4.5: A reasonable timeframe for receipt and review of documents is three months. Requests received less than three months before a competition cannot be guaranteed to be managed at that competition and may be carried forward to the next competition where an appropriate IWRF classification panel is present.

26 Intentional Misrepresentation

26.1 Intentional misrepresentation is managed according to the IWRF Classification Rules Article 32 Intentional Misrepresentation.

- 26.1.1 Athletes must not intentionally misrepresent their skills and/or abilities and the nature or degree of eligible impairment to a classification panel during athlete evaluation or at any other time after the allocation of a sport class.

Comment Handbook Article 26.1.1: This includes intentional misrepresentation away from athlete evaluation, for example, failure to make a medical notification as to a change in circumstances that an athlete or athlete support personnel knows does or may affect a sport class.

- 26.1.2 Any athlete or athlete support personnel or another athlete must not assist an athlete in committing intentional misrepresentation or be involved in any other type of complicity involving intentional misrepresentation, including but not limited to disrupting any part of athlete evaluation or covering up intentional misrepresentation.
- 26.1.3 If a classification panel has reason to believe an athlete or athlete support personnel has committed intentional misrepresentation, the classification panel will notify the Chief Classifier, who will consult with the IWRF Head of Classification. The classification panel should designate the athlete with Classification Not Complete (CNC) while an investigation by the IWRF takes place.
- 26.1.4 The IWRF shall undertake the investigation of the acts and any resulting disciplinary process in accordance with the IWRF Classification Rules Article 32 Intentional Misrepresentation.

27 Classification Data

27.1 The IWRF manages classification data in accordance with the IWRF Classification Rules Part Ten: Use of Athlete Information.

International Wheelchair Rugby Federation Classification Form

27.2 The official classification document that collects the athlete data used to make sport class and sport class status decisions is the IWRF classification form.

27.2.1 All classification forms and medical documentation must be sent to the IWRF by the Chief Classifier following the conclusion of the competition as soon as is logistically possible.

27.2.2 Under no circumstances should classifiers retain medical documentation or copies of medical documentation.

27.2.3 Upon receiving the classification forms, the information will be uploaded to the IWRF data management system as soon as is practically possible after the conclusion of the competition.

Comment Handbook Article 27.2: Any working notes classifiers use should be destroyed at the end of a Competition. These notes are not part of the official IWRF classification form and relevant classification data. In addition, if the classifiers are trialling forms that may be used by IWRF in the future, relevant information should be transferred to the IWRF classification form and the trial forms sent to IWRF for disposal after review of the feedback. Relevant medical information, such as underlying health condition and physical impairments, are recorded on the IWRF Classification Form. Other relevant medical information will be stored in the IWRF data management system.

28 Consent and Processing

28.1 The IWRF will process classification data in accordance with the IWRF Classification Rules, Article 34 Consent and Processing.

29 Classification Research

29.1 Athlete data for classification research purposes will be managed in accordance with the IWRF Classification Rules, Article 35 Classification Research.

30 Notification to Athletes

30.1 The IWRF will notify athletes to the nature and use of their classification data in accordance with its classification rules, Article 36 Notification to Athletes.

31 Classification Data Security

31.1 The IWRF use and protection of classification data is managed in accordance with its classification rules, Article 37 Classification Data Security.

32 Disclosures of Classification Data

32.1 Any disclosure of classification data is managed in accordance with its classification rules, Article 38 Disclosures of Classification Data.

33 Retaining Classification Data

33.1 The IWRF retention of classification data is managed in accordance with its classification rules, Article 39 Retaining Classification Data.

34 Access Rights to Classification Data

34.1 The IWRF manages athletes' rights to classification data in accordance with its classification rules, Article 40 Access Rights to Classification Data.

34.1.1 Athletes may obtain a copy of their personal classification data by requesting a copy of their IWRF classification form. This is done by means of the Access for Classification Information Form.

34.1.2 The Access to Classification Information form can be obtained at a competition from the IWRF Head of Classification or the competition Chief Classifier or designee and is available at any time on the IWRF website.

34.1.3 The athlete must complete, sign, and return the Access to Classification Information form to the IWRF Head of Classification or the Competition Chief Classifier or designee.

Comment Handbook Article 34: The Access to Classification Form may be completed at any time outside of a Competition and sent to the IWRF. This form may be completed and returned to the Chief Classifier at a Competition. At which time, the Chief Classifier will strive to provide the athlete's information to the athlete and or designee as soon as is logistically possible once it is completed by the classification panel. In some competitions, this may not be possible, and the information will be provided to the athlete or their designee as soon as is logistically possible following the competition.

35 Classification Master List

35.1 The IWRF maintains a classification master list in accordance with its classification rules, Article 41 Classification Master List.

35.2 The IWRF makes available the classification master List to all relevant national member organizations on the IWRF website.

36 Appeal

36.1 An appeal is the process by which a formal objection to how athlete evaluation and/or classification procedures have been conducted is submitted and subsequently resolved in accordance with the IWRF Classification Rules Part Eleven Appeals.

36.1 The IWRF appoints an appeal body for the resolution of classification appeals, which must be made and resolved according to the IWRF appeals policy available at the IWRF website.

37 Parties permitted to make an Appeal

37.1 Refer to the IWRF Classification Rules Article 43, Parties Permitted to Make an Appeal.

38 Appeals

38.1 If a National Member Organization considers there have been procedural errors made in respect of the allocation of a sport class and/or sport class status and as a consequence an athlete has been allocated an incorrect sport class or sport class status, it may submit an appeal.

38.2 An appeal must be made and resolved in accordance with the IWRF Classification Rules, Article 44 Appeals.

39 Appeal Decision

39.1 An appeal decision is final and not subject to any further appeal.

39.2 Appeal decisions are conducted in accordance with the IWRF Classification Rules, Article 45 Appeal Decisions.

40 Confidentiality

40.1 All appeal proceedings are confidential in accordance with the IWRF Classification Rules, Article 46 Confidentiality.

41 Application during IWRF Competitions

41.1 The IWRF manages appeals during competitions under its jurisdiction in accordance with its rules Article 47 Application During Major Competitions.

Handbook Appendices

Appendix 1: Guidelines to Athlete Evaluation Methods and Measurements

1 General Principles – Methods and Measurements

- 1.1 The purpose of these guidelines is to promote standardised measurement methods for impairments to be used during physical assessment. The use of standardized measurement will improve accuracy and reliability of sport class outcomes for all athletes across all classification panels.
- 1.2 The outcomes of impairment testing result in determining eligibility for IWRF Wheelchair Rugby and contribute to the allocation of a sport class to ensure how much impairment affects the ability to perform fundamental activities in wheelchair rugby.
- 1.3 The most recent version of the IWRF Classification Rules must be referred to in conjunction with the IWRF Classifier Handbook, along with other guidelines for classification documents and forms.
- 1.4 Classifiers should conduct the impairment assessment in the same way as is practicable using:
 - 1.4.1 Prescribed testing positions,
 - 1.4.2 Accurately located landmarks and methods of measurement
 - 1.4.3 Prescribe scales of measurement, and
 - 1.4.4 Standard and objective interpretation of results.
- 1.5 Only those classifiers who are certified health professionals in a field relevant to the assessment of physical impairment, such as a physician, physiotherapist/physical therapist or occupational therapist are certified to conduct the physical assessment, including manual muscle testing, identification and marking of anatomical landmarks, coordination testing, and passive range of motion measurements.
- 1.6 All classifiers may assist with positioning, stabilisation of the athlete and/or the wheelchair as required for accuracy of measurements.

1.7 Measurements should be recorded immediately and precisely on the classification form. All classifiers may serve in the role of recorder.

2 Classification Tools and Equipment

2.1 For standardised and precise methods of assessment, the classifier must have the correct equipment and tools.

2.2 The following table is a summary of the equipment and assessment tools for each of the eligible impairment types:

Impairment	Assessment Method	Measurement	Equipment needed
Impaired motor power		Daniels and Worthingham Scale (2014) Trunk Impairment Tests Refer to specific articles in the International Wheelchair Rugby Federation Classification Rules and Regulations	Examination table adjustable to height the athlete's feet do not touch the floor; floor mat; goniometer
Limb deficiency		Centimetres (cm) to one decimal place.	Segmometer (most preferred) or similar measuring gauge Stadiometer for sitting height
Hypertonia			
Ataxia			
Athetosis			
Impaired passive range of movement			Goniometer

Comment Handbook Appendix 1 Section 2: The blank assessment methods and measurements above are under development.

2.3 Guidelines for Alternative Measurement Tools

2.3.1 Should a stadiometer not be available, sitting height may be measured using:

- a. Vertical metal tape measure;
- b. A hard, flat surface such as a box or table for the athlete to sit on, that is not a padded surface or a chair;
- c. A headboard together with a spirit level to ensure that the horizontal arm is truly horizontal OR a carpenter's square with one arm on the wall and the other horizontal over the head; and
- d. Marker pen.
- e. Should a segmometer for limb length measurement not be available, limb length may be measured by making a segmometer using hard plastic on a metal tape measure. Calibration must be checked on the measures.

3 Specific Measurements for Eligible Impairments

Assessment of Impairment in Motor Power

3.1 Standardized approach for muscle power assessment.

3.2 The appropriate classifier who has specific professional training in manual muscle testing methods must do testing. All other classifiers may:

3.2.1 record measurements on the classification form and should have a good understanding of the muscle test scale and how this relates to sport specific activities; and

3.2.2 assist in stabilizing the athlete and or stabilizing the wheelchair the athlete is sitting in for testing.

Muscle Strength Testing Principles

3.3 Daniels and Worthingham developed the muscle testing techniques and scoring criteria used in Wheelchair Rugby. The reference text is Hislop HJ, Avers D, and Brown M. Daniel's and Worthingham's Muscle Testing: Techniques for Manual Examination and Performance Testing. 9th ed. St Louis, MO: Elsevier, 2014.

3.4 Some modifications in the testing positions may be made for sport specific testing as described in these rules.

3.5 Grading is on a five-point ordinal scale.

- 3.6 Plus (+) and minus (-) grades may be utilized where the muscle strength falls between the defined numerical grades. However, grade 0 represents absence of voluntary contraction and grade 1 represents minimal muscle contractile activity, so plus (+) and minus (-) grades SHOULD NOT be used with grades 0 and 1.
- 3.7 In general, the use of plus (+) and minus (-) is discouraged with grades 4 and 5. The purpose of avoiding the use of plus and minus is to restrict the variability of muscle test grades to those that are less dependent on clinical judgment. Experienced International Wheelchair Rugby Federation Classifiers may use plus (+) and minus (-) for other tests to indicate the quality of the muscle contraction.
- 3.8 Use of plus (+) and minus (-) with Grade 4 is included in the modification for the triceps test to account for a component of muscle endurance.

Muscle Strength Testing Scale

Grade Description

- | | |
|----|---|
| 0 | Complete lack of voluntary muscle contraction. The examiner is unable to feel or see any muscle contraction. |
| 1 | Faint or “flicker” muscle contraction without any movement of the limb. The examiner can see or palpate some contractile activity of the muscle/s or may be able to see or feel the tendon “pop up” or tense as the Athlete tries to perform the contraction. |
| 2- | Gravity eliminated movement that is less than full range of motion. |
| 2 | Very weak muscle contraction with movement through complete range of motion in a position that eliminates or minimizes the force of gravity. This position is often described as the horizontal plane of motion. |
| 2+ | In gravity minimized position, completes full available range and holds end position against mild resistance; or against gravity, completes up to half of the full range of motion. |
| 3- | Against gravity, more than half but less than full range of motion. |
| 3 | Muscle can complete a full range of motion against only the resistance of gravity. |

- 3+ Completes full range of motion against gravity, and holds end position against mild resistance.
- 4 Able to complete the full range of motion against gravity and can tolerate strong resistance without breaking the test position. The Grade 4 muscle clearly breaks with maximal resistance.
- 5 Able to complete full range of motion and maintain end point range position against maximal resistance. The examiner cannot break the Athlete’s hold position.

Modifications for Specific Muscles

Triceps Test

3.9 Because of the importance of sustaining triceps strength in sport-specific activities in Wheelchair Rugby, a modification was made to add a component of muscle endurance.

3.10 This test is conducted in an anti-gravity position.

3.11 The assignment of muscle grades for the triceps is modified from Daniels and Worthingham as below:

Grade	Description
3-	5-9 repetitions
3	10 repetitions
3+	10 repetitions then minimal resistance
4-	10 repetitions then moderate resistance
4	After 10 repetitions moderate resistance throughout active ROM
5	Able to complete full range of motion and maintain end point range position against maximal resistance. The examiner cannot break the Athlete’s hold position.

Latissimus Dorsi Testing Guidelines

3.12 The latissimus dorsi is a key muscle in determining the extent of impairment in muscle power in athletes in lower sport classes. This muscle is essential for

proximal stability, which is necessary for performing sport specific activities expected by athletes in lower sport classes (0.5, 1.0, and 1.5). Wheelchair propulsion and holding a pick are fundamental roles for low point athletes.

- 3.13 The typical manual muscle test position is a modification in which the athlete is tested sitting in the rugby chair and leaning forward onto the lap to achieve an anti-gravity position.
- 3.14 Loosen any hip or trunk belts and/or strapping and ask the athlete to rest his/her chest on the lap in the testing position used in wheelchair rugby.
- 3.15 Ask the athlete to perform the movement first, observe the teres major muscle and if very prominent, this is an indication of hypertrophy of the teres to compensate for latissimus weakness.
 - 3.15.1 Taking the active passively through the movement helps to decide between lack of full range of motion due to motor power impairment and lack of full passive range of motion due to muscle tightness.
 - 3.15.2 The classifier must take the athlete passively through the movement to assess the athlete's range of motion and determine the difference in full range of motion and available range of motion.
 - 3.15.3 The athlete should be graded based on the available range; unless the loss of range is due to motor power impairment.
- 3.16 Be attentive to an athlete's training history. Those who are well trained often have teres major hypertrophy and may be able to extend the arm more than would be expected if latissimus dorsi weakness were present.
- 3.17 Two key observations to confirm use of teres major to compensate for absence or weakness of the latissimus dorsi:
 - 3.17.1 actively bringing the arm into the full extension, adduction, and internal rotation position will not be possible; or
 - 3.17.2 if passively placed in the test position, actively holding the arm in the extended, adducted and internally rotated position will be difficult to sustain against gravity.
- 3.18 If the triceps are graded good (4/5) to normal strength (5/5), the classifier may shift their resistance lower to push down on the wrist and increase leverage.

- 3.18.1 If the arm with resistance applied in this longer lever posture stays in position, and the trunk moves forward or collapses, the MMT should be grade 5.
 - 3.18.2 If the arm “gives” or “breaks” allowing the classifier to push the arm away from body, the MMT should be grade 4.
 - 3.18.3 If the athlete has weak or no triceps (for example, 0-2 MMT), resistance will need to be at or above the elbow so that the classifier is testing the shoulder and not triceps.
- 3.19 If the classifier is not confident of the distinction between grades 2 and 3, the athlete may be asked to do a pressure lift:
- 3.19.1 if the pressure lift clearing the buttocks is possible, the muscle grade for latissimus is at least a grade 3.
 - 3.19.2 Observe the quality of the movement, palpate for latissimus contraction and watch for substitution from teres to determine the final score.
 - 3.19.3 The classifier should be mindful of hand placement for palpation of the latissimus dorsi; these muscles are more anterior than assumed.
- 3.20 The athlete may also be asked to cough and the classifier palpates for any latissimus contraction for a possible grade of Trace (1/5).

Modifications to Test Positions

- 3.21 In some athletes, the upright sitting position is not optimal for muscle testing all the muscle groups. An alternative testing position in supine may be used where the athlete is reclined back to rest in supine on his/her back on a floor mat, while staying strapped into the rugby chair in this reclined sitting position.
- 3.22 The upright sitting position may not be optimum for muscle testing shoulder and chest muscles including but not limited to:
- 3.22.1 Sternal Pectorals
 - 3.22.2 Serratus Anterior
 - 3.22.3 Shoulder Rotators
 - 3.22.4 Triceps
- 3.23 Reclining the athlete into this supine position on a floor mat on lying supine on the table following trunk testing, may also be useful for testing other arm muscles when the upright sitting position causes discomfort of limited passive

of range of motion interferes with optimal testing. For example, refer to the muscles listed in the previous section 3.22.

Comment: Handbook Appendix 1 Section 3.23: If it is not possible to recline the athlete into a supine position while strapped into the rugby wheelchair, the tests may be conducted while on the mat table following the trunk tests or the athlete may be transferred to the mat table or plinth used for trunk testing and conduct any tests in supine.

Interview

3.24 Some or the entire review of diagnostic and medical documentation for assessment of an eligible impairment may be conducted by the IWRF prior to the competition or be designated to the Chief Classifier and/or classification panel prior to the athlete undertaking athlete evaluation at the competition, in accordance with the IWRF Classification Rules Part Three: Athlete Evaluation.

3.25 The Chief Classifier or designee may conduct part or the entire interview prior to the athlete and classification panel beginning the evaluation session, if there are sufficient classification personnel to do so. If logistics do not permit, the classification panel may conduct the interview.

3.26 The athlete is asked about underlying health conditions and medical history, sensation, spasticity, contractures, and previous surgeries to determine how these elements may affect performance of sport-specific activities.

3.27 Any diagnostic and medical documentation the athlete brings or has been requested to bring may be presented to the Chief Classifier or the classification panel prior to or at the time of the interview.

Comment Handbook Appendix 1 Section 3.27: It is recommended that this information be sent to the IWRF Head of Classification electronically ahead of the competition if possible. If the athlete is bringing this documentation to the competition, it should be presented to the Chief Classifier as soon as possible upon arrival at the competition. This will allow the Chief Classifier and/or classification panel to review the documentation prior to the athlete's scheduled time for classification and be more efficient in completing the testing in the classification evaluation session.

3.28 Classifiers may ask about training history, equipment and rugby chair set-up, seating, gloves and binding/strapping. The classifiers may inspect the equipment and set up during the interview or at any time during the athlete evaluation session. This information assists the classifiers in determining how these components may affect performance of sport-specific activities.

3.29 Athletes may be requested to remove uniform tops if necessary, to observe and evaluate muscle function and movements during the evaluation.

3.30 Female athletes should wear appropriate underclothing to permit removal of their uniform shirt.

3.31 The Athlete may also be asked to transfer to other surfaces for testing, such as a treatment table, floor mat or chair.

Comment Handbook Appendix 1 Section 3.31: All athletes are required to transfer or be transferred to a treatment table or similar surface to undergo the trunk tests. If the athlete needs assistance, the athlete's support staff and/or classifiers will assist the athlete to transfer.

Impaired Motor Power - Manual Muscle Tests (MMTs)

3.32 Assessment of Impairments in Motor Power is conducted in accordance with the IWRF Classification Rules, Appendix One Athletes with Physical Impairment.

3.33 Manual muscle tests are performed on select muscles in the arms, trunk and legs.

3.34 These manual muscle tests may be performed in and/or out of the athlete's rugby chair.

Comment Handbook Appendix 1 Section "Impaired Motor Power – Manual Muscle Tests (MMTs)": Most athletes go through motor power assessment. However, for some athletes, manual muscle testing to assess impairment in motor power provides little useful information, as strength may not be impaired. For example, muscle strength is not always impaired in athletes with coordination impairments such as that secondary to cerebral palsy. However, coordination impairments such as hypertonia, athetosis or ataxia lead to activity limitation impacting sport performance. The technical and observation assessments are more useful in the final determination of sport class for these Athletes until objective, valid and reliable tests are developed.

Upper Extremity Proximal Weakness and Preservation of Distal Strength

3.35 The calculation of upper extremity point value is determined in a modified manner for athletes with conditions that result in proximal weakness with preservation of distal strength.

3.36 Draw a line on the classification form to divide the muscle test scores on the bench test above the triceps;

3.36.1 This division is ONLY to be used where there is proximal weakness and distal strength, due to neuromuscular health conditions such as poliomyelitis, some forms of muscular dystrophy where there is dystrophic denervation of muscle, and some forms of incomplete SCI, such as central cord syndrome.

3.36.2 This division must NOT be used for all neuromuscular health conditions, specifically in those that present with proximal strength and distal

weakness, such as Charcot-Marie-Tooth disease (CMT), a hereditary sensory motor peripheral neuropathy.

Upper Extremity Proximal Strength and Distal Weakness

3.37 The calculation of upper extremity point value for athletes with health conditions, such as polyneuropathy or distal myopathies that result in proximal strength with distal weakness from a peripheral neuropathy will present with a motor power impairment pattern different from someone with a central nervous system health condition, such as spinal cord injury (SCI), and may be determined in a modified manner shown in this Handbook Table 2 Impaired Motor Power Upper Limb – Muscle Test Scores and Upper Limb Point Value for Polyneuropathy or Distal Myopathies for athletes with polyneuropathy or distal myopathies.

Table 1: Impaired Motor Power Upper Limb – Muscle Test Scores and Upper Limb Point Value for Spinal Cord Injury

0.5 Point		1.0 Point	
Deltoid	0-5	Latissimus	0-3
Latissimus	0-1	Clavicular Pectoralis	5
Clavicular Pectoralis	0-5	Sternal Pectoralis	0-3
Sternal Pectoralis	0-1	Biceps	5
Biceps	0-5	Triceps	0-3
Triceps	0-1	Wrist extensors	0-5
Wrist extensors	0-5	Wrist flexors	0-3
Wrist flexors	0-1	Remaining hand muscles	0-1
Remaining hand muscles	0		
<p><i>Characteristics of 0.5 are triceps 0-1 and shoulder girdle weakness, sternal pectoralis and latissimus weakness; possible weak shoulder rotation, with limited range; and possible clavicular pectoralis weakness.</i></p>		<p><i>Characteristics of 1.0 are normal strength of deltoid muscles and clavicular pectoralis fibers with overall stronger proximal muscles than 0.5. Still has proximal weakness throughout shoulder girdle. Both sternal pectoralis AND latissimus should be 3 or less. May have 0 triceps with stronger proximal muscles.</i></p>	
1.5 Point		<i>Characteristics of 1.5 are remaining weakness of proximal muscles such as, latissimus or sternal pectoralis in combination with stronger triceps and wrist muscles compared to 1.0. Either sternal pectoralis OR latissimus should be 3 or less. If there is no proximal weakness but triceps are 3+ or 4-, beware of non-neurologic weakness.</i>	
Latissimus	0-3		
Sternal Pectoralis	0-3		
Triceps	3+– 4-		
Wrist extensors	4-5		
Wrist flexors	0-3		
2.0 Point		2.5 Point	
Shoulder girdle muscles	5	Shoulder girdle muscles	5
Biceps	5	Biceps	5
Triceps	4–5	Triceps	5
Wrist extensors	4–5	Wrist extensors and flexors	4-5
Wrist flexors	4–5	Finger flexors and extensors	3-4
Finger flexors and extensors	0-2	Finger adductors and abductors	0-2

Intrinsics	0	Thumb extensor and flexor	3-5
Thumb movements	0-2	Thumb opponens, adductor and abductor	0-2
		Finger flexion in the MCP joints	0-2
<i>Characteristics of 2.0</i> are normal strength in the shoulders and chest, good to normal triceps, and strong, balanced wrist extension and flexion strength.		<i>Characteristics of 2.5</i> are limited hand function with a curling and uncurling of the hand and not functional grasp and release. The curling and uncurling motion results from action of the finger flexor muscles without the stabilizing effect of the intrinsic muscles.	
3.0 Point		<i>Characteristics of 3.0</i> are functional grasp and release (opening and closing) but grip strength is impaired because of less than normal strength in intrinsics and/or thumb abduction and opposition. Atrophy is present in the hands at the thenar and hypothenar eminences. Also, interossei and lumbrical muscle weakness causes decreased maintenance of the hand arches and indicates significant hand weakness and muscle strength of less than 4–5. A value of 3 or more is required in 2 or more of the key intrinsic muscles of interossei, thumb opposition or abduction to allocate a score of 3.0 for the hand.	
Shoulder girdle muscles	5		
Biceps	5		
Triceps	5		
Wrist extensors and flexors	4-5		
Finger flexors and extensors	3-5		
Finger adductors and abductors	2-4		
Thumb flexor, extensor	3-5		
Thumb abductor, adductor, opponens	2-4		
Finger flexion in the MCP joints	2-4		
3.5 Point			
A 3.5 value is consistent with uniform scores of 4-5 muscle tests of the hand and arm. For athletes with a primary impairment of motor power, muscle tests of bilateral hands and arms with uniform strength of 4-5 in ALL muscle groups should indicate the athlete is Not Eligible as the athlete does not meet the Minimum Impairment Criteria for motor power.			

Table 2: Impaired Motor Power Upper Limb – Muscle Test Scores and Upper Limb Point Value for Polyneuropathy or Distal Myopathies

0.5 Point		1.0 Point	
Shoulder girdle muscles	0-3	Shoulder girdle muscles	4-5
Biceps	1-2	Biceps	3
Triceps	1-2	Triceps	3
Wrist extensors	0	Wrist extensors	0
Wrist flexors	0	Wrist flexors	0
Remaining hand muscles	0	Remaining hand muscles	0
Characteristics of 0.5 are severe proximal and distal weakness throughout the upper extremity. Biceps and triceps are 1-2 with no muscle activity in the wrists, fingers or thumbs.		Characteristics of 1.0 are increased strength proximally compared to the 0.5, with severe distal weakness including 0 muscle activity in the wrists and hands.	
1.5 Point		Characteristics of 1.5 are increased strength in the proximal muscles, biceps, triceps and wrists compared to the 1.0. Finger and thumb muscles remain 0.	
Shoulder girdle muscles	4-5		
Biceps	3+ to 4-		
Triceps	3+ to 4-		
Wrist flexors and extensors	1-2		
Finger flexors and extensors	0		
Thumb movements	0		
2.0 Point		2.5 Point	
Shoulder girdle muscles	4-5	Shoulder girdle muscles	5
Biceps	4-5	Biceps	5
Triceps	4-5	Triceps	5
Wrist extensors	3-4	Wrist extensors and flexors	4-5
Wrist flexors	3-4	Finger flexors and extensors	3-4
Finger flexors and extensors	0-2	Finger adductors and abductors	0-2
Thumb movements	0-2	Thumb extensors and flexors	3-5
Finger adductors and abductors (interossei)	0	Thumb opponens, adductors and abductors	0-2
		Finger flexion in MCP joints (lumbricals)	0-2

<p>Characteristics of 2.0 are good to normal strength in the shoulders and chest and increasing proximal strength. There is good to normal strength of the triceps and fair to good balanced wrist extension and flexion. Severe weakness in fingers and thumb muscles remain.</p>		<p>Characteristics of 2.5 are good to normal proximal strength including shoulders, biceps, triceps and wrists. There is limited hand function with a curling and uncurling of the hand and not the opening and closing of functional grasp and release. The curling and uncurling motion results from action of the finger flexor muscles without the stabilizing effect of the intrinsic muscles.</p>
<p>3.0 Point</p>		<p>Characteristics of 3.0 are normal proximal strength, including the shoulders, biceps, triceps and wrists. Functional grasp and release (opening and closing) is present but grip strength is impaired because of less than normal strength in intrinsic and/or thumb abduction and opposition. Atrophy is present in the hands at the thenar and hypothenar eminences. Also, interossei (finger adductors and abductors) and lumbrical muscles (finger flexion in MCP joint) weakness causes decreased maintenance of the hand arches and indicates significant hand weakness and muscle strength of less than 4–5. A value of 3 or more is required in 2 or more of the key intrinsic muscles of interossei, thumb opposition or abduction to allocate a score of 3.0 for the hand.</p>
Shoulder girdle muscles	5	
Biceps	5	
Triceps	5	
Wrist extensors and flexors	4-5	
Finger flexors and extensors	3-5	
Finger adductors and abductors	2-4	
Thumb flexors, extensors	3-5	
Thumb adductors, abductors, opponens	2-4	
Finger flexion in MCP joints (lumbricals)	2-4	
<p>3.5 Point</p> <p>A 3.5 value is consistent with uniform scores of 4-5 muscle tests of the hand and arm. For athletes with a primary impairment of motor power, muscle tests of bilateral hands and arms with uniform strength of 4-5 in ALL muscle groups should indicate the athlete is Not Eligible as the athlete does not meet the Minimum Impairment Criteria for motor power.</p>		

Physical Assessment - Trunk Impairment Tests

- 3.38 Trunk tests are conducted in accordance with the IWRF Classification Rules, Appendix One Athletes with Physical Impairment.
- 3.39 Because the trunk tests are included in the eligibility test, they may be performed as the first step in athlete evaluation.
- 3.40 The trunk tests assess abdominal, back, pelvic and leg muscles in all planes and in a variety of positions to allocate a trunk impairment score (TIC).
- 3.41 The ability to move or to stabilize the trunk assists an athlete in many of the sport-specific activities in wheelchair rugby. Trunk muscle strength may enable an athlete to perform many of the fundamental activities in wheelchair rugby at a higher level than the athlete with impairment in trunk muscles. As a result, the athlete with trunk muscle strength has less sport specific activity limitation than the athlete who has no trunk muscle strength.
- 3.42 Three areas of Impairment in motor power that affect wheelchair propulsion and ball activities are:
- a. trunk muscle strength;
 - b. leg and hip muscle strength, and/or
 - c. limb deficiency, if relevant.
- 3.43 Muscle strength in the legs; particularly the hip abductor, hip flexor and hip extensor muscles, stabilizes the pelvis and improves contact with and control of the wheelchair to enhance the use of trunk in sport-specific activities.
- 3.44 If an athlete has limb deficiency when there is no Impairment in trunk muscle strength, the leg length is significant for enabling the use of the trunk in sport-specific activities. The upper limb length is also significant to wheelchair propulsion and ball handling activities. For example, the greater the limb deficiency, the more activity limitation there should be in sport specific activities.
- 3.45 There are eight tests for evaluation of the trunk, key leg and hip muscles, and leg length to assess the severity of Impairment. (The IWRF Classification Rules Table 3 Trunk Tests and Assessment are the same as Table 3 Trunk Tests and Assessment in this Handbook.)

- 3.46 Testing, visual examination, and palpation of trunk muscles may occur in and/or out of the rugby chair, and with and/or without binding, straps or whatever system the athlete uses for trunk stability.
- 3.47 The Trunk Impairment Score is part of allocating a Sport Class. There are four possible trunk impairment scores (0, 0.5, 1.0, and 1.5) in the trunk test formula.

Table 3 Trunk Tests and Assessment

Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
1	Athlete sitting unsupported. Athlete sitting in wheelchair not supported by backrest, or sitting on plinth with legs hanging over edge of plinth with the feet unsupported. The athlete crosses the arms in front of his chest, to prevent support for sitting balance from the arms. Bring athlete into upright position with hand on sternal bone and hand on back and slowly let go of support.	Observe sitting position after removing support from classifier's hands: straight/upright or kyphotic? Observe stomach: flat or "quad belly".	Sits straight/upright, without marked kyphosis and with flat belly.	Sits with marked kyphosis or with quad belly.

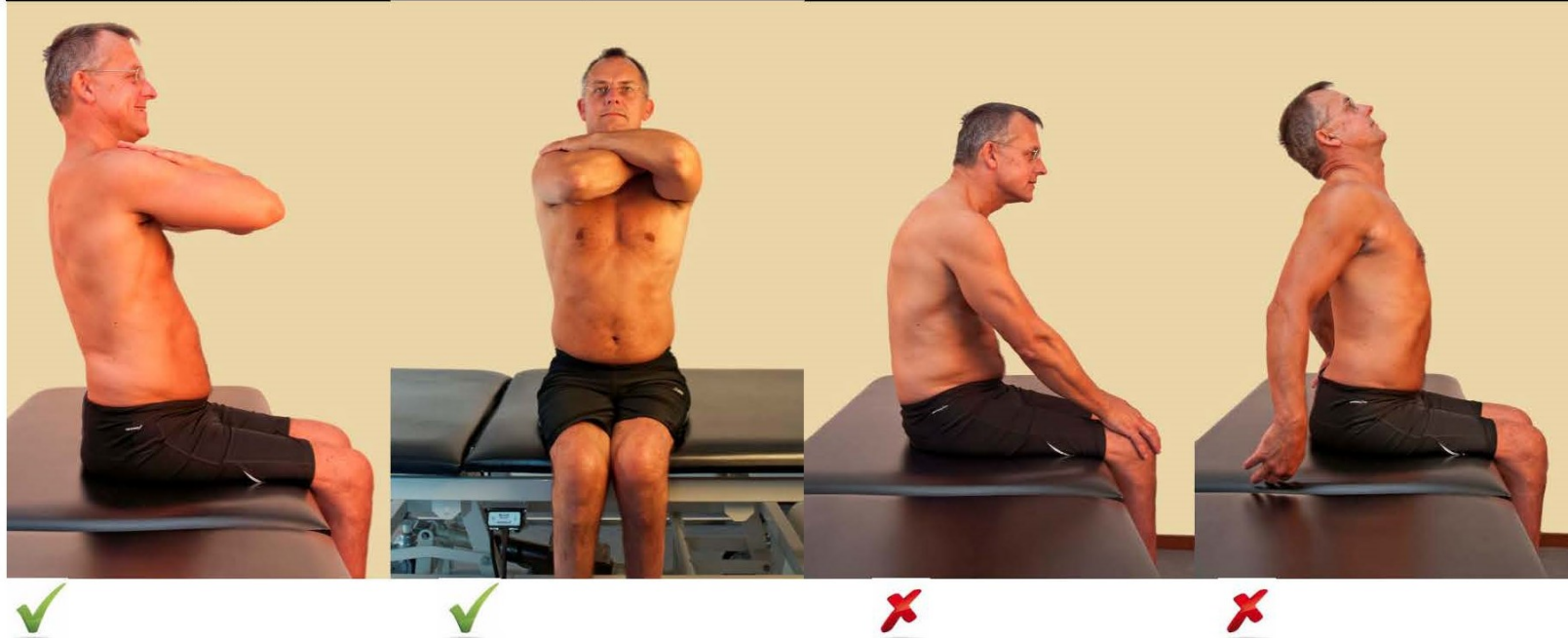


Table 3 reproduced from the International Wheelchair Rugby Federation Classification Rules, Appendix One Athlete with Physical Impairment.

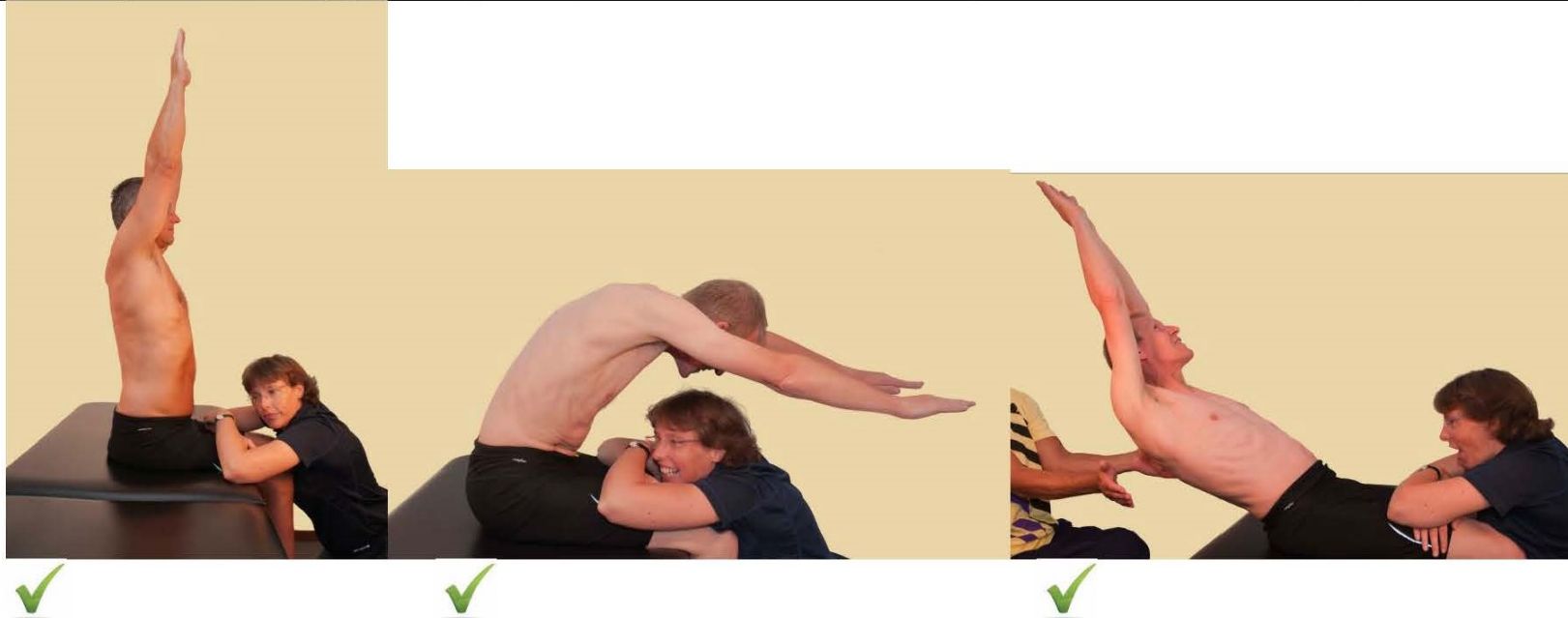
Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
2a	Athlete lying on back, classifier flexes knees and hips to 90°, feet are unsupported. The classifier holds the lower legs and the classifier rotates the legs from one side to the other. Ask athlete to resist movement of the classifier.	Palpate abdominal and spinal extensor muscle contractions.	Muscle contractions palpable in abdominals and/or spinal extensor muscles.	No muscle contraction palpable in abdominals and/or spinal extensor muscles.



Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
2b	Athlete sitting on plinth, legs unsupported. Shoulders at 90° of flexion with arms crossed in front of shoulders. Classifier applies resistance at the arms against trunk flexion and extension.	Palpate abdominals and spinal extensor muscle contractions.	Muscle contractions palpable in abdominals (resistance against extension) or spinal extensors (resistance against flexion).	No muscle contraction palpable in abdominals and spinal extensors.



Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
3	<p>Athlete sitting on plinth, legs hanging over the edge of the plinth with the feet unsupported. Bending forward with trunk towards lap and arms outstretched in maximum shoulder flexion. (If the athlete has triceps weakness, the classifier supports the forearms, to keep the elbows extended). Ask athlete to assume straight/upright position and maintain arm position in maximum shoulder flexion. The classifier fixates both legs to the plinth at the proximal 1/3 of the thighs, close to the hips. The feet should be unsupported. Athlete extends trunk past upright and flexes forward to assume upright position again.</p>	Observe movement, standing lateral to the athlete.	<p>Athlete performs trunk flexion to at least 45° line between pelvis and C7 and vertical and maintains position. And Athlete performs at least 30° trunk extension and maintains position. Resumes straight position without support of arms.</p>	<p>Athlete does not perform flexion to 45° and extension to 30° or compensates by kyphosis/ lordosis.or cannot resume straight position without support or compensations.</p>

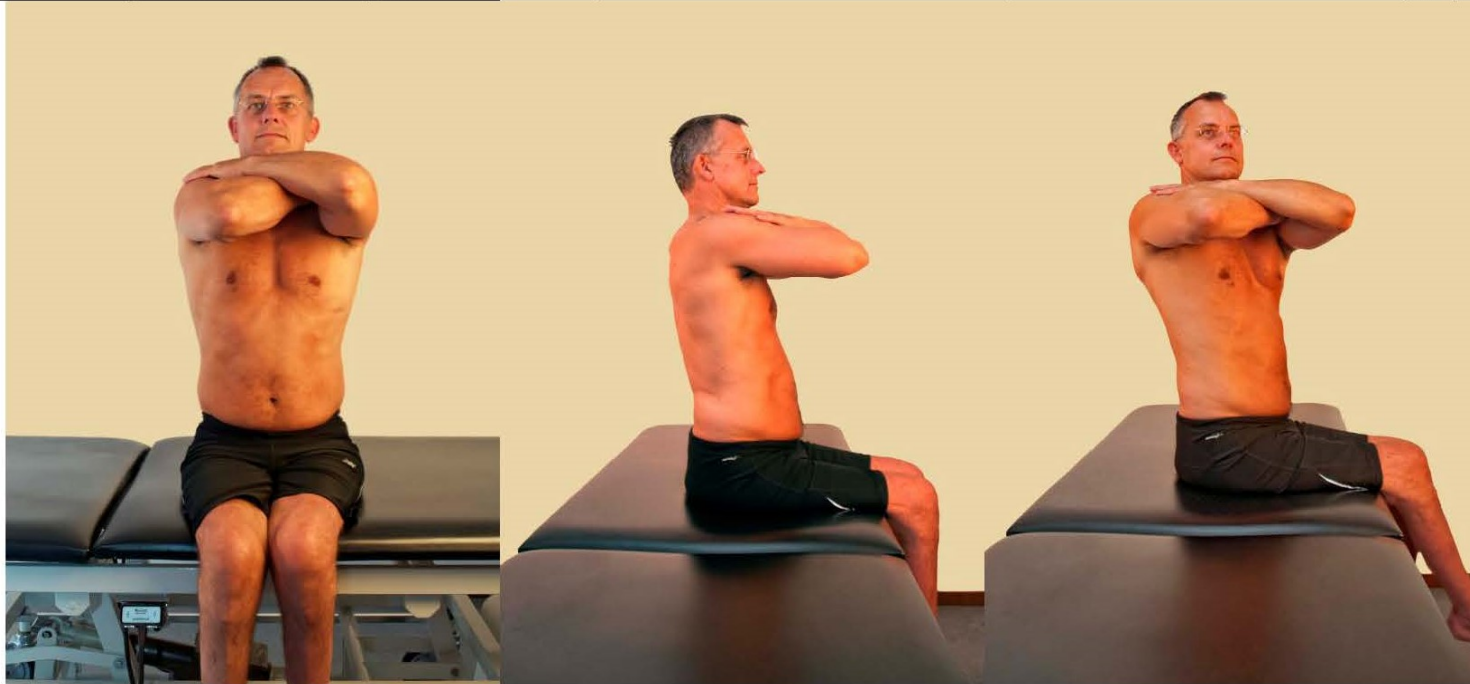




X

X

Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
4.	Athlete sitting on plinth, legs hanging over the edge of the plinth with the feet unsupported. Arms crossed in front in 90° shoulder flexion. Ask for maximum rotation to both sides. The classifier fixates both legs to the plinth at the proximal 1/3 of the thighs, close to the hips. The feet should be unsupported.	Observe from the front, back and lateral from the athlete,	Athlete stays in upright position in sagittal plane. Rotates 45° or more to both sides, measured in straight line between both shoulders and line between ASIS on both sides.	Athlete does not rotate or rotates less than 45°, or athlete cannot maintain upright position in sagittal plane while rotating (e.g. assumes kyphotic posture). Or athlete can perform test to one side, but not to the other.



Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
5.	Athlete sitting on plinth, legs hanging over the edge of the plinth with the feet unsupported. Arms in horizontal (90°) abduction in the shoulders, maximum elbow flexion and hands on the back of the head. Ask for maximal lateral flexion to both sides and hold this maximum position for two seconds, before returning to the upright position. One classifier fixates both legs firmly to the plinth at the proximal 1/3 of the thighs, close to the hips to prevent the athlete from shifting weight to one leg. The feet should be unsupported. The athlete is not allowed to abduct the legs. The other classifier palpates the ASIS (anterior superior iliac spine).	Observe movement quality and range from front and back of athlete.	Athlete stays in upright position in sagittal plane and performs lateral flexion at least with suprasternal notch in vertical line above the ASIS to both sides. And can hold this position for two seconds before resuming the upright position.	Athlete cannot perform lateral flexion to the level where the suprasternal notch is in a vertical line above the ASIS. Or athlete cannot maintain straight position in sagittal plane while performing lateral flexion (e.g. kyphotic posture). Or performs lateral flexion without holding the position in the end range, but falls to the side. Or athlete can perform test to one side, but not to the other.



Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
6	<p>Athlete lying on plinth.</p> <ul style="list-style-type: none"> • Test MMT hip abduction with athlete lying on side with the shoulder resting on the table. With the hip in full extension • Test hip flexion with athlete lying on back and the knee in 90° flexion. Support the lower legs if there is knee extensor weakness. • Test hip extension with athlete lying prone, with the trunk on the plinth and the hip joints on the edge of the plinth in 90° flexion. The athlete is allowed to hold himself to the plinth using the arms. The feet are allowed to touch the floor. The athlete extends the leg that is tested to maximum extension in the hip. The classifier supports the lower leg in full knee extension if there is weakness around the knee. <p>If there is severe spasticity in the hip adductors, limiting the range of hip abduction, repeat the test for hip abduction with the knee in 60° flexion, the hip remaining in neutral extension.</p>	<p>MMT grade 3 or more in hip abduction, flexion and extension? If leg length deficiency: estimate leg length: is there a minimum of 2/3 upper leg length? (If both legs are amputated the estimated full femur length is the same as the length from the point of the elbow to the tip of the middle finger.)</p>	<p>Strength in MMT grade 3 or more in at least two of the three tested muscle groups in both legs. If leg length deficiency: MMT grade 3 or more and at least 2/3 upper leg length bilaterally.</p>	<p>Strength in MMT grade 2 or less in at least two of the tested muscle groups in one of the legs. If leg length deficiency: less than 2/3 upper leg length in at least one of the legs, despite MMT, which might be 3 or more.</p>



Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
7.	Athlete lying on back, flexes knees and hips to 90°. The classifier holds the lower legs to get into and maintain the hip and knee position. The classifier continues to hold the lower legs and asks athlete to move legs from one side to the other. The arms of the athlete are positioned in 90° abduction. The athlete has to keep his shoulder flat on the plinth and is not allowed to use his hands to push down or hold on to the plinth.	Observe quality of movement and amount of resistance.	Athlete moves both legs to one side to a minimum of 45°, and resumes position. The athlete performs the test to both sides, one side at a time.	Athlete is unable to perform test to both sides or cannot resume position. Or can only perform by using compensations (e.g. lifting arms from plinth to gain momentum).



Trunk test no.	Test description	Evaluation	Score: succeeds	Score: fails
8	Athlete sitting on plinth, unsupported. Ask to perform "bum shuffling". The feet should be unsupported.	Observe quality of movement lateral from athlete.	Athlete sits with upright posture. Moves the body forward with alternating elevation and forward movement of the pelvis on one side. At the same time the pelvis elevates and rotates the ipsilateral leg moves up to clear the plinth. The athlete can perform this on both sides.	Athlete cannot elevate pelvis in upright sitting position or cannot move one side of pelvis forwards. Or shuffles forwards, moving the leg forwards without clearing the plinth.

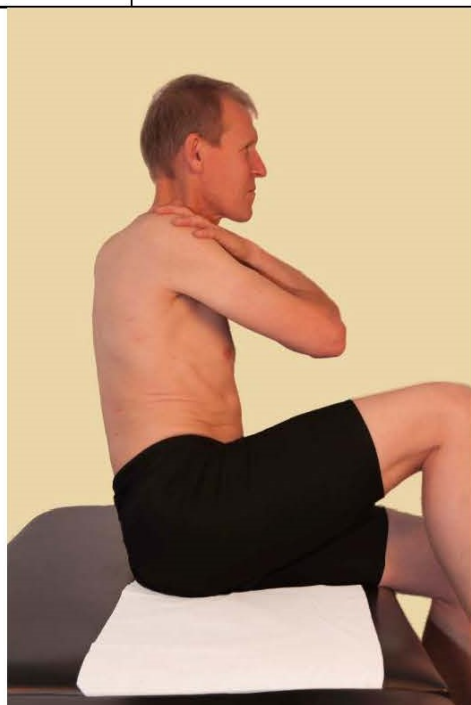
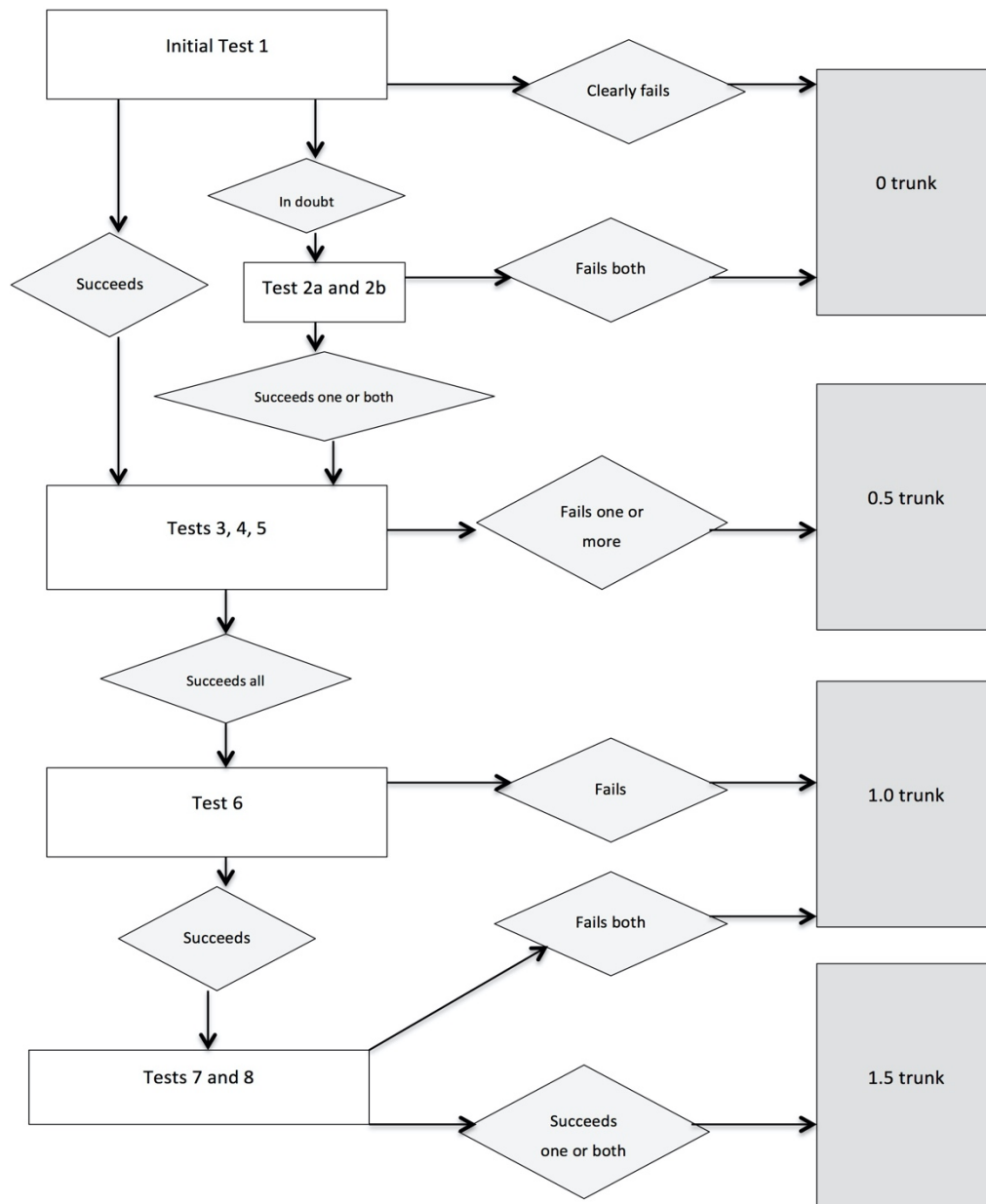


Figure 4 Trunk Impairment Score (TIC) Flow Chart and Scoring

Figure 4 Trunk Impairment Score (TIC) Flow Chart and Scoring reproduced from the International Wheelchair Rugby Federation Classification Rules, Appendix One Athlete with Physical Impairment.



Scoring the Trunk Tests

0	Athlete fails all tests.
0.5	Athlete passes one or more of tests 1, 2a, and 2b but fails one or more of tests 3,4 or 5.
1.0	Athlete passes tests 3, 4 and 5, but fails test 6; or passes test 6 and fails both tests 7 and 8.
1.5	Athlete passes test 6 AND passes either tests 7 or 8, OR passes both tests 7 and 8.

Important considerations for trunk impairment testing - Figure 4 Trunk Impairment Score (TIC) Flow Chart and Scoring

3.48 For tests 3,4,5 and 6, the athlete must meet the requirements of the test to BOTH sides in order to pass. If the athlete can only meet the requirements to one side, then the test is failed.

3.49 Test 6 consists of three parts – read the descriptions in the rules before grading to ensure the procedure is followed accurately:

3.49.1 Test 6 consists of 6a abduction, 6b flexion and 6c extension.

3.50 To pass Test 6 – strength in MMT grade 3 or more in **at least two of the three** tested muscle groups in both legs (must pass two tests – 6a/b/c on **both** legs).

3.51 Adequate stabilisation of the pelvis by classifiers is essential for tests 3, 4 and 5. This may require one or two classifiers. Adequate stabilisation of the pelvis should be achieved through fixating both of the athlete’s legs to the plinth, with the classifier’s hands on the proximal one third of the thighs, close to the hips. Failure to stabilise adequately may result in an inaccurate trunk score.

3.52 If an athlete fails a test, this result must be consistent with the athlete’s health condition and impairment.

Comment Handbook Appendix 1 Section 3.52: For example, athletes who have limb deficiency, and no other identified health condition and/or impairment, should not fail tests 3, 4 or 5. If these athletes fail one of these tests, then a valid reason for this failure must be identified. Repeated testing by classifiers may be required while ensuring adequate stabilisation.

3.53 If classifiers are unable to identify a valid reason for an athlete failing a specific trunk test, based on the health condition/impairment type identified, then a trunk score cannot be allocated. This means that a sport class must not be given to the athlete until they can present medical diagnostic information that

provides evidence of an additional eligible health condition/impairment type that explains the results of the evaluation.

3.54 Activity tests in the technical assessment and observation assessment on-court must also be consistent with the trunk score allocated.

Comment Handbook Appendix 1 Section 3.54: What this means is there must be a valid reason why the technical assessment and observation assessment may not match with the impairment test results. Repeated testing may be required by classifiers to determine the reason for this inconsistency. If no valid reason is found, athlete evaluation will be suspended and the athlete allocated Classification Not Complete (CNC).

Assessment of Limb deficiency

3.55 Specific impairment measures in the IWRP classification system for limb deficiency to determine sport class are under development.

Assessment of Coordination Impairment

3.56 Specific impairment measures in the IWRF classification system for hypertonia, ataxia, and athetosis to determine minimum impairment criteria and sport class are under development.

Assessment of Impaired Passive Range of Movement

- 3.57 Specific impairment measures in the IWRF classification system for passive range of movement to determine minimum impairment criteria and sport class are under development.
- 3.58 Athletes with impairment in passive range of movement may be eligible in IWRF Wheelchair Rugby, if the athlete has another eligible impairment due to an underlying health condition, which meets minimum impairment criteria for that eligible impairment.

Appendix Two: Guidelines to Technical Assessment

1 General Principles - Technical Assessment

- 1.1 The purpose of these guidelines is to promote standardised methods used and activities observed during the technical assessment to improve accuracy and reliability of sport class outcomes for all athletes across all classification panels.
- 1.2 The purpose of these guidelines is to promote standardised methods used and activities observed during the technical assessment to improve accuracy and reliability of sport class outcomes for all athletes across all classification panels.
- 1.3 The outcomes of technical assessment may, for some eligible impairments, result in determining eligibility for IWRF Wheelchair Rugby and will, for all eligible impairments, contribute to the allocation of a sport class to ensure how much impairment affects the ability to perform fundamental sport specific activities in wheelchair rugby.
- 1.4 Technical assessment is an important component of athlete evaluation; however, this assessment does not rely solely on objective standardised tests and measurements.
- 1.5 All classifiers may assist with the technical assessment and any positioning, stabilisation of the athlete and/or the wheelchair as required for accuracy of testing.
 - 1.5.1 The most recent version of the IWRF Classification Rules must be referred to in conjunction with these guidelines, along with other guidelines for classification documents and forms.

2 Novel and Sport specific tests

- 2.1 Assigning a sport class depends on the assessment of the impact of Impairment on sport-specific activity.
- 2.2 The extent of impairment and its impact on sport specific activities are decided by the technical assessment.

- 2.3 In the technical assessment, the classifier evaluates novel tests and sport specific tests in a non-competitive environment. The novel tasks help to rule out the effect of training and skill on performance as a novel task is not a practiced one.
- 2.4 Novel tests and sport-specific activities are observed in the technical assessment both with and without equipment to look at how the athlete does the activity and to consider the influence of equipment on wheelchair and ball handling.
- 2.5 The classifiers apply certain conditions to the athlete to observe how the athlete performs the tasks or activities under simulated sport conditions.
- 2.6 The classifiers must be confident that the athlete has performed the specific activities to the best of his/her ability during the technical assessment and may request greater effort to ensure optimal observation opportunities.
- 2.7 If the classifiers are not confident the athlete has performed to the best of their ability during the technical assessment, the athlete evaluation will be suspended in accordance with the IWRP Classification Rules Articles 10 Classification Not Complete and 30 Suspension of Athlete Evaluation.
- 2.8 Sport specific activities in the technical observation are described in the IWRP Classification Rules Appendix One Table 4 Sport Specific Activities in Technical and Observation Assessment.
- 2.9 Refer to the IWRP Classification Rules Appendix One Section 4 Observation Assessments – Descriptions and Scoring of Sport Specific Activities for further detail on the extent of impairment in the trunk and its impact on sport specific activities.

3 Major and Minor Criteria Description

- 3.1 Major and minor criteria were developed to assess the impact of borderline Minimum Impairment Criteria (MIC) on sport specific activity during the technical tests, specifically in cases of eligibility for athletes where the MIC is still in development.

Major criteria

- 3.2 Athlete shows consistent ball control in all planes of movement single-handed in challenged situations on both sides.
 - 3.2.1 The athlete must be able to control ball in all planes of movement with one hand and do so with both hands – one at a time.
- 3.3 Ball protection overhead with two hands and at the same time control chair with the trunk and the hips

Minor criteria – Chair Activities

- 3.4 Use of trunk to enhance push and change direction and velocity in combination hook grasp on the rim or wheel on both sides.
- 3.5 Without using hands, the athlete uses trunk to control chair, maintain balance and empower hits in all directions.
- 3.6 Hopping the chair out of blocks.
 - 3.6.1 Hopping is defined as getting out of blocks or traps in defensive position by using trunk and legs to elevate pelvis and chair to jump with both wheels off the floor at the same time.
 - 3.6.2 Moving or “rocking” the chair forwards and backwards or laterally lifting chair on one side with minimal or no lifting of the pelvis and chair off of the ground is **not** considered hopping.
- 3.7 Without using hands on the chair, the athlete maintains an upright sitting balance when hit, while protecting the ball at the same time.

Minor Criteria - Ball Activities:

- 3.8 Hold ball overhead using both hands for 5-10 seconds with partial control of trunk position (to maintain upright posture); athlete does not use one hand to stabilize chair.
- 3.9 Protecting ball overhead with two hands with (partial) control of trunk position, but no chair control.
- 3.10 Passing 15 meters with one or two hands, enhanced by active trunk flexion, extension or rotation.
- 3.11 Able to control ball in all planes using fingers of one hand on at least one side while holding chair with hand on the other side.

3.12 Pass securely and consistently in all directions with one hand on at least one side.

3.13 Reach outside cone of wheelchair in catch, dribble and picking ball from the floor to all sides, without support of the arms to get into position or resume upright position.

Comment Handbook Appendix 2 Section 3.13: This would be with one hand on at least one side.

Scoring Major and Minor Criteria

3.14 An athlete may be ruled not eligible following the technical assessment, based on the severity of Impairment measured in the physical assessment and its impact on the sport specific activities in the technical assessment, including the presence of a specific number of the major and minor criteria. (Refer to the International Wheelchair Rugby Federation website for the Major and Minor Criteria Scoring Form.)

3.15 Not Eligible - if ≥ 1 major criteria and/or ≥ 3 minor criteria:

3.15.1 If the athlete has one or more major criteria, the athlete may be not eligible (NE).

3.15.2 Also, if the athlete has no major criteria, but has three or more minor criteria, the athlete may be NE.

3.15.3 If the athlete's scores on major and minor criteria indicate the athlete may be not eligible (NE), the athlete should return to the classification panel for further physical and/or technical assessment, to confirm that the NE decision results from failing to meet MIC; and is not related to skill, training and/or equipment.

3.16 Eligible - ≤ 2 minor criteria: If the athlete has zero, one or two minor criteria, the athlete is eligible and proceeds to observation assessment.

3.17 Refer to the IWRF Classification Rules Appendix 1 Figure 2 Minimum Impairment Criteria and Athlete Evaluation for the flow chart of physical assessment, technical assessment and observation assessment and major minor criteria; and Appendix One Table 5 Major and Minor Criteria and Scoring.

Appendix Three: Guidelines to Observation Assessment

1 General Principles of Observation Assessment

1.1 The purpose of these observation assessment guidelines is to promote standardised methods and activities to be used during the Observation Assessment to improve accuracy and reliability of Sport Class outcomes for all athletes across all classification panels.

1.2 The outcomes of observation assessment may result in determining eligibility for International Wheelchair Rugby Federation Wheelchair Rugby and will, for all eligible impairments, confirm that the allocation of a sport class has accurately determined how much impairment affects the ability to perform fundamental activities in wheelchair rugby.

Comment Handbook Appendix 3 Section 1.2: Observation may be used as part of determining eligibility only for those impairments, which are eligible for wheelchair rugby, but for which research is in progress to determine Minimum Impairment Criteria.

1.3 Observation assessment is an important component of athlete classification; however, this assessment does not rely solely on objective standardised measurements.

1.4 The most recent version of the International Wheelchair Rugby Federation Classification Rules must be referred to in conjunction with these guidelines, along with other guidelines for classification documents and forms.

1.5 All classifiers may assist with the observation assessment and any videotaping of the athlete as required for verifying the classification decision.

1.6 All classifiers may serve in the role of scribe recording the results on the classification form.

1.7 Observation assessment is the last step and is done to confirm the Athlete's Sport Class. This step is conducted with the athlete on court in game situations.

1.8 Observation assessments consist of observing ball handling and wheelchair activities during warm-up, training and/or practice, and/or during competition, when the Athlete is in a more challenged situation.

- 1.9 The Sport-specific activities are described in the International Wheelchair Rugby Classification Rules Appendix One Section 4 Observation Assessments – Descriptions and Scoring of Sport Specific Activities.
- 1.10 In addition, refer to the International Wheelchair Rugby Federation Classifier Handbook, Appendix 2, Article 3 Description Major and Minor Criteria for the major and minor criteria to be watched as part of the observation assessment to confirm the decision of the athlete’s sport class.

Appendix Four IWRF Classification Committee

1 Terms of Reference

- 1.1 The International Wheelchair Rugby Federation Classification Committee is an International Wheelchair Rugby Federation Standing Committee with terms of reference published in the IWRF By-Laws on the IWRF website.
- 1.2 The Classification Committee mandate is to provide advice, consultation and recommendations on issues related to the classification of wheelchair rugby athletes, with the support and supervision of the International Wheelchair Rugby Federation CEO.
- 1.3 The IWRF Board confirms all member nominations.
- 1.4 Term periods are four years and there is no limit to the number of terms.
- 1.5 Classification Committee Responsibilities
 - 1.5.1 Development of rules and regulations governing classification
 - 1.5.2 Training and certifying classifiers
 - 1.5.3 Appointing classifiers to work at IWRF competitions
 - 1.5.6 Responding to questions and issues about wheelchair rugby classification
 - 1.5.7 Propose and conduct research on wheelchair rugby classification
 - 1.5.8 Advise the CEO and Board on classification matters

2 Classification Committee Membership

- 2.1 Chair
- 2.2 Zone 1 representative
- 2.3 Zone 2 representative
- 2.4 Zone 3 representative
- 2.5 Two members-at-large
- 2.6 Athlete representative

- 2.7 Classification Database manager
- 2.8 Classification development and training officer
- 2.9 IWRF Board representative

Chair International Wheelchair Rugby Federation Classification Committee

- 2.10 Serves as the IWRF Head of Classification
- 2.11 Appointed by of the IWRF Board.
- 2.12 Refer to the IWRF Classifier Handbook Article 3 Classification Personnel for responsibilities of the Head of Classification.

Zone Representatives

- 2.13 Serves as the Head Classifier for respective Zone.
- 2.14 Appointed by the IWRF following a call for nominations by the respective Zones.
- 2.15 Must be an IWRF Certified Level 3 or 4 classifier, active internationally and in the zone.
- 2.16 Refer to the IWRF Classifier Handbook Article 3 Classification Personnel in for responsibilities of the Zone Head Classifier.

Athlete Representative

- 2.17 Serves as the Athlete Representative for the athletes in the IWRF.
- 2.18 Appointed by the IWRF Athletes Council.
- 2.19 Responsibilities of the athlete representative include:
 - 2.19.1 Recommendations related to the on-going evaluation and further development of the classification system.
 - 2.19.2 Liaise with athletes to provide explanation and education regarding classification matters and issues.
 - 2.19.3 Further develop knowledge of classification rules through attendance at classification workshops, meetings, and through involvement in local, national and international classification.

- 2.19.4 Act as Player Classification Representative (PCR) at IWRF recognized competitions, if in attendance, and/or may consult with Head of Classification and/or Chief Classifiers for specific competitions to advise on athletes to serve in a PCR role.

Classification Database Administrator

2.20 Appointed by the Chair of the Classification Committee.

2.21 Responsibilities of the Classification Database Administrator include:

- 2.21.1 Maintain a database of all internationally classified athletes.
- 2.21.3 Maintain database of all internationally certified classifiers, including a current list of internationally accredited classifiers and certification levels.
- 2.21.4 Distribute the database in a secure format to the Head of Classification, Zone Head Classifiers, and Chief Classifiers as requested.
- 2.21.5 In consultation with Zone Head Classifiers, prepare a comprehensive master list twice a year and submit to the Head of Classification and the IWRF on a regular basis as requested.
- 2.21.6 Make amendments and improvements to the database as required.
- 2.21.7 Provide appropriate reports from the database on request.

Classification Development and Training Officer

2.22 Appointed by the Chair of the Classification Committee.

2.23 Responsibilities of the Classification Development and Training Officer include:

- 2.23.1 On-going evaluation and further development of:
- a. Comprehensive training and certification programme for classifiers.
 - b. Training curriculum and tools, including introductory and advanced workshops, relevant web-based resources for basic and advanced training workshops and seminars such as 'Layperson's Guide to Wheelchair Rugby Classification', 'Athlete's Guide to Classification'.
- 2.23.2 Assist in recruitment, retention and development of international classifiers.
- 2.23.3 Advise the Head of Classification on classifier trainers or evaluators for all international certification clinics.
- 2.23.4 Advise the Head of Classification on confirmation of classification certification levels to classifiers in accordance with criteria for certification of classifiers and with the support of Zone Head Classifiers.

Appendix Five Competition Classification Administration

1 Administrative Duties

1.1 The International Wheelchair Rugby Federation Head of Classification, competition Chief Classifier, and Database Administrator have particular administrative duties prior to, during, and after a competition.

2 Guidelines for Classifier Appointments

2.1 The classifier selection procedure details how classifiers are appointed to classification panels for IWRF recognized competitions.

2.2 International Wheelchair Rugby Federation recognized competitions include IWRF World and Zone Championships, and other Competitions recognized by the IWRF for Athlete Classification.

Comment Handbook Appendix 5 Section 2.2: Athletes only receive an international sport class for wheelchair rugby at IWRF recognized competitions with classification panels selected in accordance with IWRF classifier selection procedure described in IWRF Classifier Handbook "Classifier Selection Procedure".

Classifier Selection Procedure

2.3 The IWRF should notify the IWRF Head of Classification of the requirement for a classification panel including:

2.3.1 Name of the competition

2.3.2 Location of the competition

2.3.3 Required arrival and departure travel dates for classifiers

2.3.4 Type of classification panel required

2.3.5 Any additional requirements as specified, such as:

- a. Specific certification levels of classifiers,
- b. Geographic zone and nation of classifiers,
- c. Training clinics, and
- d. Certification opportunities.

Comment Handbook Appendix 5 Section 2.3: The IWRF should notify the Head of Classification as far in advance as possible of the requirements for a classification panel at recognized competitions. The minimum timeframe to ensure all requirements can be met is four months prior to the competition. While the IWRF will make every effort to compose a requested classification panel, logistics out of the control of the IWRF such as classifier availability, sudden changes in classifier circumstances, and travel VISA processing times may impact the ability of the IWRF to compose these panels.

- 2.4 The IWRF Head of Classification initiates a first call for classifiers notifying all active classifiers of the competition details through the IWRF classifier listserv or other methods of contact as appropriate.
- 2.5 The first notification to classifiers includes information about the competition and application timelines:
 - 2.5.1 Type of classification panel required
 - 2.5.2 Location of competition
 - 2.5.3 Arrival and departure dates
 - 2.5.4 Any other relevant special requirements
 - 2.5.5 Closing date for applications
- 2.6 Interested classifiers submit their applications to the IWRF Head of Classification including:
 - 2.6.1 Nation of origin and
 - 2.6.2 Current IWRF certification Level,
- 2.7 A trainee who is not yet certified by the IWRF as a classifier may not be appointed as a classification panel member at an IWRF competition. Refer to this IWRF Classifier Handbook, Appendix Five, Section 2 Guidelines to Classifier Appointment “Ad Hoc Provisions relating to Classifier Appointment”.

Comment Handbook Appendix 5 Section 2.7: The IWRF has ad hoc procedures to permit flexibility in the case of extraordinary circumstances, such as emergencies that impact the arrival or appointment of classifiers. For example, where classifiers may have difficulty with travel or documents such as VISAs and consequently do not arrive on time. If a trainee classifier demonstrates the required competencies and has relevant national classification experience, they may be advanced in certification and be appointed as part of the classification panel.

- 2.8 A trainee with an IWRF Level 2 zone or international certification may attend a competition for further self-development and training even though they are not an appointed member of a classification panel at an international event.

Comment Handbook Appendix 5 Section 2.8: Trainees and classifiers with IWRF Zone Certification may only attend at their own expense at the discretion of the IWRF. Only internationally certified classifiers who are appointed to a classification panel or in another operational role at a competition are funded by the IWRF.

The International Wheelchair Rugby Federation Head of Classification Tasks

- 2.9 Reviews the interest and availability submitted in response to the call for classifiers.

- 2.10 Validates submitted responses using the IWRP classifier database to ensure certification and geographic criteria are met for the requested panel type for a competition.
- 2.11 Consults with Zone Head Classifiers for consideration and recommendations with respect to zone classification priorities.
- 2.12 Selects a Competition Chief Classifier and classification panel in accordance with the IWRP Procedures for types of panels.
- 2.12.1 Panel composition requirements, including minimal requirements of zone and country representation and classifier certification levels, vary in accordance with the IWRP Classification Rules, Appendix One Section 8: Classification Panels and Panel Types.
- 2.13 Other criteria taken into consideration for selection, when practical and reasonable.
- 2.14 If the applicant pool is insufficient to compose the required panel, the IWRP Head of Classification initiates a second call for classifiers to fill the required positions. The second notification includes the needed criteria.
- 2.14.1 One or more classifiers may be selected to serve in a reserve role in the event an appointed classifier becomes unavailable for a competition due to unforeseen circumstances.
- 2.14.2 Once these criteria are met for the required panel, the IWRP Head of Classification notifies successful applicants to verify their availability.
- 2.14 Upon verification of classifier availability, the Head of Classification notifies the IWRP CEO and provides contact details for the appointed classifiers.
- 2.15 The IWRP Head of Classification announces the panel appointments to all classifiers via the IWRP classifier listserv email group.

Ad Hoc Provisions relating to Classifier Appointment

Championship Competitions or Equivalent

- 2.16 Classification panel requirements may exceed the minimum standards in the IWRP classifier selection procedures due to the complexity of classification at championship level competitions.

2.17 Details of classifier panel requirements will be announced in the call for classifiers for relevant competitions.

2.18 Proposed panel composition is at the discretion of the IWRF Head of Classification.

2.19 Once appointed, the Chief Classifier works through the IWRF Technical Delegate regarding all arrangements for the event.

Competitions recognized for IWRF Classification Only

2.20 Once appointed, the Chief Classifier may liaise directly with the IWRF CEO and the competition organizing committee regarding all arrangements for this type of competition.

IWRF World Championships

2.21 Priorities for appointment to this competition are level of certification, expertise, leadership, and service to IWRF.

2.22 Zone Head Classifiers and members of the IWRF Classification Standing Committee are given the highest priority for appointment to classification panels.

3 Pre-Competition Administration

Head of Classification Tasks Three to Four Months Prior to Competition

3.1 In general, as soon as a competition organising committee identifies arrival and departure dates for classifiers, and the number of days that will be allocated to the classification evaluation period the Head of Classification:

3.1.1 Announces a call to classifiers for availability;

3.1.2 Appoints a Chief Classifier;

3.1.3 Appoints the classification panel;

3.1.4 Provides the competition organizing committee with the Chief Classifier contact details; and

3.1.5 Confirms classification panel members and reserve classifiers, if appointed, and makes initial contact with the classification panel regarding classification and competition information as available.

3.2 These tasks may be carried out earlier than three months prior to competition if the information from the competition organizing committee is made available to the IWRF. Three months is the shortest timeframe in which to accomplish preparation for a competition in a timely manner and to ensure the appropriate standard for delivery of classification services to athletes.

Chief Classifier Tasks Two to Three Months Prior to Competition

3.3 Liaise with IWRF Technical Delegate, the competition organizing committee and the competition director about:

3.3.1 Classifiers selected, contact information, and to confirm the competition director and/or designee makes arrangements for event transportation in accordance with date and time for beginning of the classification evaluation period and for departure from the event when classification duties are concluded.

3.3.2 Collecting all team and athlete entries well in advance of competition dates.

3.3.3 Provision of facilities and support infrastructure for classification.

3.3.4 Composition of classification panels to conduct athlete evaluation, protests and other classification matters as needed.

3.4 Liaise with the IWRF database administrator for identification of athletes for evaluation, to obtain access to the IWRF database, and obtain any necessary additional documentation or data for classification.

3.5 Crosscheck athlete entry event information with the IWRF database to verify sport class and sport class status.

Comment Handbook Appendix 5 Section 3.5: The IWRF Database must be the single source relied on for this information. This means a Chief Classifier must have the necessary technology to use the database before, during and after a competition or consult with the IWRF database administrator and IWRF Head of Classification to secure the necessary technology. The IWRF database is promptly updated following each competition where classification takes place. The IWRF master list is currently only updated biannually in January and July; and is published to provide general information on sport class and sport class status available to the public. The Master list should not be used to confirm athlete entry information.

3.6 Identify athletes requiring athlete evaluation during the classification evaluation period and the priorities for athlete scheduling.

(Refer to the IWRF Classifier Handbook Appendix Six - the athlete classification scheduling priority.)

- 3.7 Liaise with competition director or designee to set date and time for the classification evaluation period.
- 3.8 Provide competition director, IWRF Technical Delegate and competition organizing committee or Competition Director with the following:
- 3.8.1 Athlete classification schedule for distribution to competing nations/teams,
 - 3.8.2 URL address of the IWRF classification rules; and
 - 3.8.3 Competition rules specific to classification for the competition to the competition organizing committee for distribution to participating nations/teams.
- 3.9 Provide competition director, IWRF Technical Delegate (if present) and competition organizing committee with a list of required facilities, equipment needs, and technology support for classifiers to conduct classification including:
- 3.9.1 Needed facilities and locations for athlete evaluation, such as the number of classification rooms for the physical assessment (one private room per panel) and private gym space or equivalent for technical assessment; all of which must be reserved for the duration of the entire competition and posted with appropriate signage and directions to the classification area.
 - 3.9.2 Needed facilities and a room or area outside of the classification rooms for classification reception and administration of classification.
 - 3.9.3 Needed facilities and a room for classifier training, if scheduled.
 - 3.9.4 Presentation equipment for meetings and training sessions, such as projector, white board, or writing surface.
 - 3.9.5 Equipment needs and technology support including:
 - a. Office equipment, including a printer and/or copier, paper, pens, marking pens, clear, plastic sticky tape or clear adhesive tape, writing pads;
 - b. Bench or table/plinth for each room, preferably adjustable;
 - c. Floor mat for each room; and
 - d. Wheelchair rugby ball in each room.
 - 3.9.6 Other classification related needs include classifier transportation and accommodations:
 - a. Transportation to and from airport/train station to hotel
 - b. Local transportation to and from competition venue
 - c. Accommodation and meals for classifiers
 - d. Classifiers may be placed in shared double accommodation.

- e. Chief Classifier must have single room accommodation.

Comment Handbook Appendix 5 Section 3.9: For the complete list of classification needs, refer to the IWRP website for the "Competition Requirements for Classification Template".

3.10 Collect and organize any classification documentation needed for athlete evaluation; download the most current documents and forms from the IWRP website classifier web page that is not public.

3.11 Advise teams and athletes of any supporting classification documentation that athletes should bring. This documentation may include:

3.11.1 Completed IWRP Medical Diagnostic Information form,

3.11.2 Diagnostic information, written clearly in English, of the athlete's impairment and underlying health condition, particularly if the athlete's impairment is a result of an uncommon or rare health condition; and/or

3.11.3 Copies of zone or national classification documents.

Comment Handbook Appendix 5 Section 3.11: In situations where the athlete's impairment is a result of an uncommon or rare health condition, or where the presentation of the athlete's health condition is atypical for that health condition, it is highly desirable to have medical diagnostic information forwarded to the Chief Classifier a minimum of four weeks prior to the start of the competition. This allows the Chief Classifier to seek expert opinion regarding the information and request additional information if necessary. Expert medical opinion may not be available at every IWRP competition, so it may not be possible to evaluate this information if presented during the competition classification evaluation period. If diagnostic information is incomplete, or requires further clarification during a competition, this may delay allocation of an athlete's sport class.

Chief Classifier Tasks Six to Eight Weeks Prior to Competition

3.13 The Chief Classifier should send an electronic copy of the IWRP classification rules and supplementary classification information document to the competition organizing committee contact person and/or IWRP Technical Delegate for distribution to all official contact persons for the teams.

3.14 The supplementary classification Information document that goes out to teams should include:

3.14.1 athlete responsibilities for classification,

3.14.2 protest procedures,

3.14.3 protest form location on the IWRP website,

3.14.4 process for submission of medical diagnostic information, and

- 3.14.5 any other specific classification rules relevant for the competition; such as competition format and time frame for protests and when changes in sport class take effect.
- 3.15 Request final competition roster from the competition director, confirm names and uniform number of athletes requiring evaluation, including athletes who are new those under review, or those who are under review with fixed review date by cross referencing rosters with the database and/or master list.
- 3.16 Advise the competition director and/or IWRF Technical Delegate regarding any discrepancies regarding athlete sport entry classes when team lists are verified against the IWRF Classification Database.
- 3.17 Request arrival times and training schedule for teams from the competition director to enable scheduling athlete evaluation to correspond realistically with team travel arrangements, training and match play schedule.
- 3.18 Prepare the classification schedule and establish specific evaluation times for individual athletes.
- 3.19 The Chief Classifier has the right to determine the number of athletes that can reasonably be accommodated at a competition and to prioritize athletes for classification. (Refer to the IWRF Classifier Handbook Appendix Six Athlete Classification Scheduling for classification priorities.)
- 3.20 Provide copy of classification schedule and any other relevant information for classification to competition director and/or the IWRF Technical Delegate to disseminate to all competing teams/nations.
- 3.21 Final check of athlete sport class and sport class status for athletes attending competition; and
- 3.22 Contact all classifiers to confirm attendance, update any travel arrangements, confirm information on accommodation and transportation, set time for orientation meeting upon arrival and prior to the start of classification, provide classification schedules, and any other relevant information for classification.

Chief Classifier Tasks One to Two Weeks Prior to Competition

- 3.23 Review classification schedule and update as necessary depending on any last minute changes in team rosters,
- 3.24 Make copies of forms and prepare other office materials needed for classification; and
- 3.25 Make final communications with classification panel members and competition organizing committee as necessary prior to departure for the competition.

Chief Classifier Tasks One to Two Weeks Prior to Competition

- 3.26 Review Classification Schedule and update as necessary depending on any last minute changes in team rosters,
- 3.27 Make copies of forms and prepare other office materials needed for classification; and
- 3.28 Make final communications with classification panel members and local organizing committee as necessary prior to departure for the competition.

4 Administration During Competition

Chief Classifier Duties during Competition

- 4.1 Attend the Competition Technical Meeting.
- 4.2 During the technical meeting, the Chief Classifier should:
 - 4.2.1 Review information previously sent out to national member organizations or teams in the pre-tournament classification information document.

- 4.2.2 Answer any questions related to classification for the competition.

Comment Handbook Appendix 5 Section 4.2: It is preferable that the Chief Classifier attend the technical meeting, as they are a member of the senior management team for the competition. If logistical circumstances do not permit the Chief Classifier to attend, the IWRF Technical Delegate may review the information in this document in the meeting.

- 4.3 Ensure correct entry and verified sport class and sport class status is recorded on the classification form, in the classification results report, and included with the post completion report for entry in the athlete database.
- 4.4 After completion of the physical assessment and technical assessment and the classification panel has made a decision on the initial allocation of sport class

and sport class status, the Chief Classifier may be asked to participate with the classifiers in informing the athlete and/or team representative of initial sport class (entry sport class).

- 4.5 At the end of each day of the classification evaluation period, as soon as is logistically possible, the Chief Classifier will distribute a list of sport class and sport class status results to IWRF technical delegate and/or the competition director, or their designee, who will then post a hard copy of the results in a central location and distribute to each team in an electronic format; and/or the Chief Classifier will post a hard copy of sport class and sport class status of all athletes in a central location.
- 4.6 Following observation assessment and confirmation or change of the athlete's sport class, the Chief Classifier may be asked to participate with the classifiers in informing the athlete and/or team representative as soon as is logistically possible.
- 4.7 Provide a copy of the results for sport class and sport class status of all athletes to the IWRF technical delegate and/or competition director/local organizing committee for distribution to all teams and the Head Official as observation assessments are concluded each day of the competition evaluation sessions.
- 4.8 Provide copy of the final competition results of sport class and sport class status to the IWRF technical delegate and competition director/ competition organizing committee to post and/or distribute to all teams at the conclusion of the competition.
 - 4.8.1 For smaller IWRF recognized competitions, the Chief Classifier may send a copy of the results to the IWRF for distribution to the membership.

5 Post-Competition Administration

Post-Competition Report

- 5.1 The Chief Classifier shall complete the IWRF post-competition report template and forward this to the IWRF Head of Classification within 10 days of the end of the competition. (Refer to the IWRF Website for the post-competition report template.)

- 5.1.1 The post-competition report template consists of an inclusive list of sport class and sport class status of all athletes undergoing athlete evaluation or protest, comments and recommendations regarding event management to share with the competition organizing committee and the IWRF, and minutes from any classifier meetings.
- 5.1.2 The post competition report may also include a classifier training and certification report.
- 5.1.3 Any protest funds collected at the Competition.

Comment Handbook Appendix 5 Section 5.1: The Chief Classifier should report any retained funds to the IWRF Head of Classification, who will then advise the best process for transferring this money to the IWRF.

- 5.2 If a classifier trainer attends a competition to conduct and supervise training, this person will prepare and provide a classifier certification and training competition report within 10 days following the conclusion of the competition and submit the report to the IWRF Head of Classification.
- 5.3 If there is no classifier trainer present, the report on classifier training and certification should be part of the Chief Classifier's post competition report.
- 5.4 This classifier training and certification report should consist of:
 - 5.4.1 an inclusive list of all classifiers evaluated and certified, including their classifier certification forms and the classifier certification development forms, if relevant;
 - 5.4.2 a list of the types of training that occurred, such as basic or advanced workshops including topics, workshop leaders and attendees.
- 5.5 Send classifier certification forms to the IWRF Head of Classification and database manager at the conclusion of the competition and/or training as soon as is logistically possible.
- 5.6 Provide copies of the certification forms to each classifier for their personal records before the conclusion of the competition, or if not logistically possible at the competition, electronically in pdf format within two weeks after the conclusion of the competition.

Update Database and Master List

- 5.7 The Chief Classifier must communicate with the database administrator and/or Head of Classification to ensure that the classification forms are delivered to the

database administrator so that the database and master list may be updated in a timely manner.

- 5.8 The IWRF Head of Classification, Chief Classifier and/or database administrator will ensure copies of the classification forms are provided to the athlete and their designee once the access to classification information form is completed, and as soon as is logistically possible.
- 5.9 If logistics and workload do not allow the classification form to be completed and given to the athlete and designee at the competition, the Chief Classifier will send a copy of the athlete's classification form as soon as logistically possible.

Comment Handbook Appendix 5 Section 5.9 The form may be sent electronically as an image taken of the form or as a pdf of the scanned form.

Appendix Six Athlete Classification Scheduling

- 1.1 The International Wheelchair Rugby Federation Head of Classification and/or the Chief Classifier have the right to determine the number of athletes who can reasonably be accommodated at a competition and to prioritize athletes for classification.
- 1.2 The classification schedule procedure is designed to ensure the integrity of the classification process and to make certain there is adequate time for assessment, classification panel discussions and deliberation, and communication with the athlete, coach and/or athlete support personnel.
- 1.3 Upon receiving the final entries for a competition (generally six to eight weeks prior to a competition), the Chief Classifier will schedule all athletes who must undergo athlete evaluation at the competition in accordance with the IWRF Classification Rules.

Comment Handbook Appendix 6 Section 1.3: The timeframe for final rosters to the Chief Classifier is quite variable, depending on the format of the competition. Some competitions have a single date for entries; others have dates for a long list and short list of entries. In general, those with one date for final entries are received six to eight weeks prior to the competition. In the competitions that have long and short lists, the short list date is usually four weeks prior to the competition so final classification schedules are two to three weeks out from the competition.

- 1.4 Each athlete is allocated at least 60 minutes for a classification evaluation session at IWRF recognised Competitions where classification is taking place or has been recognised as an out of competition site to manage a second evaluation of a not eligible sport class sport class status review (NE R).
 - 1.4.1 In some cases, if an athlete has a complex health condition and complicated impairments, more than 60 minutes may be scheduled to allow adequate time for assessment, deliberations, and communication.
 - 1.4.2 This additional time frame may be allocated for complex athletes also requiring translation services.
- 1.5 The classification schedule is prepared by developing a priority list of athletes requiring classification at the competition.
 - 1.5.1 The priorities for a competition with a Type A or B Panel:
 - a. Priority One - Athletes with new (N) status.
 - b. Priority Two - Athletes with review status (R) carried over from a previous competition; and athletes under protest submitted prior to the commencement of the classification evaluation period in accordance with the timeframe specified by the IWRF.

- c. Priority Three - Athletes with review with fixed review date status FRD 1 and FRD 2.
- d. Priority at the discretion of the Chief Classifier - Athletes under protest submitted during competition.

1.5.2 While priority for scheduling protests is at the discretion of the Chief Classifier, with a Type B panel, an athlete under protest submitted during competition may be managed at the competition only if the athlete was not scheduled to undergo classification at that competition.

Comment Handbook Appendix 6 Section 1.5.2: Once a protest is made and accepted, the sport class status of the athlete is changed to R. Protests submitted prior to the classification evaluation period are allocated priority two (the same priority as athletes entering the competition with R status). Protests lodged during the competition with a Type A panel are managed at the discretion of the Chief Classifier, based on the urgency of the protest and the workload of the classification panels. For a Type B panel, if a protest is submitted on an athlete who has already been evaluated by the panel at that competition, it may be accepted but must be managed at a subsequent competition.

1.6 Remaining classification evaluation sessions will be equitably shared between teams, at the discretion of the Chief Classifier or the IWRF Head of Classification.

1.7 To assist the Chief Classifier in setting the minimum number of classification evaluations that will be required during the Classification Evaluation Period, and determine the number of priority athletes that must be evaluated, it is recommended:

1.7.1 In the initial competition registration process, the competition organizing committee should request the teams provide the number of New, Review, and Fixed Review Date athletes with existing FRD 1 and FRD 2 sport class status who need to undergo classification.

1.7.2 The Chief Classifier may negotiate further requirements for priority two and priority three athletes with the competition organizing committee to accommodate as many athletes as possible.

1.8 When it is not possible to schedule all athletes who are eligible to undergo classification at the competition:

1.8.1 The Chief Classifier will ask teams to submit a priority list of athletes for classification, due to the Chief Classifier two weeks prior to the competition.

1.8.2 The team priority list will assist the Chief Classifier in setting the schedule for athletes who are R and FRD 1 and FRD 2 sport class status.

Comment Handbook Appendix 6 Section 1.8: In some types of competitions, a longer time period may be necessary to permit the Chief Classifier the necessary time to prepare the classification schedule (for example, three weeks). This timeframe is at discretion of the IWRF. Timeline information, if a priority list is required, will be included in the Competition Classification Information document that goes out to teams prior to the competition. If teams do not provide the requested number and priority of athletes who need to undergo classification within the defined two-week timeframe prior to the commencement of the Classification Evaluation Period, then they will have no input in which athletes will be scheduled for classification.

1.9 While all reasonable efforts will be made to accommodate classification priorities, the final determination regarding which athletes will be allocated an evaluation is at the discretion of the Chief Classifier.

Comment Handbook Appendix 6 Section 1.9: This means there may be situations where it is not logistically possible for all athletes who are eligible for classification to attend classification in the time allocated by the competition organizing committee for the Classification Evaluation Period.

1.10 Each individual panel of classifiers will evaluate a maximum of eight athletes per eight-hour day during the classification evaluation period.

1.10.1 If there is Type A panel, the maximum number of athletes in an eight-hour day is 16, which means each individual panel evaluates eight athletes per day.

1.10.2 If there is a Type B panel, the maximum number of athletes in an eight-hour day is eight.

1.11 When the classification evaluation period is less than a full eight-hour day, the maximum number of athletes will be reduced proportionally by determining the maximum number of evaluation sessions available in the allocated time.

1.12 The IWRF will prepare and distribute the final classification schedule to the competition organizing committee and/or competition director to distribute to the appropriate team representative who is the contact for the competing teams.

1.13 Only athletes on the classification schedule will be permitted to undergo classification.

Comment Handbook Appendix 6 Section 1.13: If there are any open evaluation sessions available for protests or late entries, scheduling of these athletes is at the discretion of the Chief Classifier and/or IWRF Head of Classification, provided the athletes meet the requirements to undergo international classification.

Appendix Seven: Classifier Education Certification

1 Education and Training Programs

- 1.1 The IWRF must provide education programmes to classifiers for the purposes of certification and re-certification.
- 1.2 The IWRF must have a process for the certification of trainees and classifiers:
 - 1.2.1 Entry Certification
 - 1.2.2 Advanced Certification
 - 1.2.3 Continuing Education – Maintaining Competencies
 - a. quality assessment for the period of certification;
 - b. remediation – process for handling substandard performance, including options for remediation and/or withdrawal of certification.
- 1.3 The IWRF must have a process for re-certification of classifiers.

2 Certification of Trainees

- 2.1 Entry education and training

3 Certification of Classifiers

- 3.1 Basic education and training
- 3.2 Advanced education and training

4 Continuing Education

- 4.1 Developing advanced competencies
- 4.2 Maintaining competencies

5 Remediation Education

- 5.1 Re-establishing competencies

Comment Handbook Appendix Seven: The education and training programs including curriculum and methods of education, training and testing, maintaining and re-establishing competencies are under development.

Appendix Eight Reference Documents for Classification

1 Classification Forms

Public Forms

- 1.1 Athlete Evaluation Agreement Form
- 1.2 Protest Form
- 1.3 Medical Diagnostics Form
- 1.4 Medical Review Request Form and Frequently Asked Questions
- 1.5 Access to Athlete Classification Information Form
- 1.6 Waiver Form to Decline Athlete Re-Evaluation

Non-Public Forms

- 1.7 IWRF Athlete Classification Form
- 1.8 Trunk Scoring Form
- 1.9 Major Minor Criteria Scoring Form
- 1.10 Pre-Tournament Classification Information Template
- 1.11 Competition Classification Schedule Template
- 1.12 Competition Classification Results Template
- 1.13 Competition Classification Report Template
- 1.14 Cash Receipts Template

2 Classifier Training and Certification Documentation

- 2.1 International Wheelchair Rugby Federation Code of Conduct
- 2.2 Classification Logbook
- 2.3 Classifier Certification Form and Development Plan

Comment Handbook Appendix Eight: Public forms are visible to classifiers, athletes, coaches, and the general public. Non-public forms are operational forms related to classification and visible to classifiers only. All classification forms including public, non-public, and training and certification forms are located on the IWRF website and revised or updated from time to time.

3 Classification Guidelines

3.1 Guideline to Completing IWRF Athlete Classification Form

3.2 Guideline to Completing Protest Forms

3.2.1 National Protest

3.2.2 IWRF Protest

3.3 Guideline to completing the IWRF Medical Review Form

3.4 Chief Classifier Guideline to Competition Logistics

Comment Handbook Appendix 8 Section 3 Classification Guidelines: The IWRF has previously developed some of these documents and as a result of classification rule updates and changes, these documents are being updated. Other documents listed are under development. Once these classifier guidelines documents are revised, updated and/or developed they will be placed in the IWRF Classifier Handbook so that all guidelines documents are in one location. In the case updating the Classifier Handbook may take time, these documents may be placed on the IWRF website for classifiers only until the Handbook is updated.