

## **PAHL TEAM MANAGER UPDATE 0910.001**

### **Welcome to the 2009-2010 PAHL season !**

This Team Manager section of the website will be updated periodically with information pertinent to your PAHL hockey team. Please make a habit of reviewing it on a regular basis.

Also, make sure that you as a manager know who in your association are the President, Scheduler, and Registrar. These will be the Board members who will be able to answer most of your questions, and will be able to send you in the right direction if they do not have the answers for you.

#### **PAHL INFORMATION**

Your association received rule books and PAHL information discs at the annual game scheduling event for each association team. Make sure that you obtain that disc as it contains all pertinent info / documents that you will need for this season, including:

- 2009-2010 PAHL Rules
- PAHL Rules – Game Section
- PAHL Contacts
- Game Change Instructions
- Playing Up Waiver
- Coaches Helmet Rule
- Coach / Manager Credentialing
- Referee Evaluation Form
- Scoresheet Instructions
- Scoresheet Example
- Rink Abbreviations
- Helmet Violations
- Financial Obligation

There is a player Credential Verification form on the disc that we have used in past years that is not being used this season. You only need to submit the new form for coaches and managers.

All forms are also available on the website. Additionally, any changes or updates will be available on the website.

#### **ROSTER TOPICS**

##### USAH Roster Approval

Your Team's official USA Hockey roster must be stamped/approved by the USA Hockey Registrar before any player participates in a PAHL game. This applies to your player additions as well. The date that is stamped on your roster is either the postmark date, the email date, or the date the roster was faxed. The approval date must be before, or can be the same day as, the player first plays in a league game. If a player participates in a league game without being properly rostered, the player is considered ineligible and can result in severe penalties to the team. ( Reference PAHL Rules IV.2.C and IV.5.A. and IX.3.A.)

As stated, the rosters will be approved as of either the postmark date, the email date, or the date the roster was faxed. Your roster does not have to be returned to you and in your hands before the player(s) play. The USAH Registrar will return the approved rosters to your Association Registrar as

she is able to process them. This season, after the USAH Registrar approves the rosters they are being forwarded directly to PAHL, so you do not have to complete that step.

#### PAHL Placement Approval

Additionally, all player additions must be processed through the League Placement Committee. This is a separate process from the USAH roster process. This process exists to insure the integrity of the competitive divisions in PAHL.

Player data must be submitted by Wednesday in order to get approval for game play the following weekend. A player addition not properly processed is considered ineligible and can result in severe penalties to the team. (Reference PAHL Rule IV.5.B. and IX.3.E.)

**The player additions must be submitted by the Association Registrar or Association President only. All Association Presidents have been notified as to the procedures.**

### EQUIPMENT TOPICS

PAHL requires all players to wear mouthguards and unaltered neck guards. This includes goalies. (Reference PAHL Rule VII.8.A.)

Stop Patches are required for all PAHL league games. The Stop patch should be applied to the upper center of the back of the jersey. If the Stop patch falls off during the game, the player must leave the ice until it is reapplied. (Reference PAHL Rule VII.8.D.)

### TEAM DOCUMENT TOPICS

Now is the time, if you have not done so already, to compile your team documents. Contact your association President / Registrar for help on this. It is critical that you include all PAHL and USA Hockey documents as noted in PAHL Rule VII.7.A. Again this season your team will need to complete a PAHL Credentials Verification form to ascertain coach / manager credential compliance. (form available on PAHL website) It must be sent (either by postal mail/fax/email) to the Division Statistician. Forms are due at the latest by January 5.

The minimum Coaching Certification required for specific age divisions is listed in your USA Hockey Annual Guide. Coaches have until December 31 to attend certification clinics.

Child Abuse Screening needs completed for all new coaches/managers, and every 3 years for returning coaches/managers. The USA Hockey screening process must be used regardless of other clearances that the volunteer may have. (Reference the district website at [www.midamhockey.com](http://www.midamhockey.com) – screening)