

## Checking Your Registration/Certification Status

### Updated Deck Pass for Officials on the New USA Swimming Website

The Officials Tracking System (OTS) has not yet been updated on the new USA Swimming website. You can still access OTS at <https://www.usaswimming.org/OTS>, however, much of the information from your OTS account may be accessed using the new Deck Pass function on the website.

In order to access your Deck Pass, you must first **Sign In** to your USA Swimming website account. Start at <https://www.usaswimming.org>.



### SIGN IN

Username

Password

SIGN IN

Once you Sign In, you will be returned to the USA Swimming home page. Additional options will have been added to the top menu bar.

### DECK PASS

Deck Pass on the USA Swimming website (not the Deck Pass app, which is not being updated to include this functionality and is eventually being phased out) has been updated to include your Registration **and** Certification statuses. Clicking here takes you to your **Deck Pass Dashboard**



### Access Your Saved Bookmarks

This symbol appears on many content blocks of the USA Swimming website. If you click it, that item is added to your bookmarks.

### Access Your USA Swimming Website Account Information

This section allows you to update your contact and login information for the USA Swimming website. There is also an option to be directed straight to Deck Pass when you log in.

# DECK PASS DASHBOARD

## Certification Status

Your LSC and National Certifications and their expiration dates are listed. If not all your certifications are visible, you can select **ALL CERTIFICATIONS** at the bottom of the section or **CERTIFICATIONS** from the menu on the far right.

## OTS Details

Access the details of your OTS record, including your meet and activity history and USA Swimming online tests, from these options.

## Registration Status

The dates when your Registration, USA Swimming Background Check, and Athlete Protection Training expire are listed.

## MEMBERSHIP CARD

USA Swimming has switched from having separate registration and certification cards for officials to a single, combined card. Your Membership Card includes all your registration and certification expiration dates. You can print out or download your card using this link.

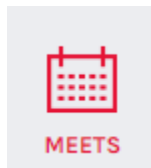
## MEMBERSHIP CARD

**Print**  
Mouse over this window to access option to Print your Membership Card

**Download**  
Click to download your Membership Card.

The screenshot shows a window titled "Membership Card" with a blue header. Below the header is a dropdown menu set to "Adobe PDF" and a "Change" link. The main content area displays a yellow membership card for Tim Hu, member ID 112954TIMRHUSS. The card lists various certifications under "National" and "LSC" categories, including positions like Stroke & Turn, Chief Judge, Starter, Referee/Deck Referee, Administrative Referee, Meet Referee, and Computer Operator, along with their levels and expiration dates.

## SWIM MEET HISTORY



Click the "MEETS" icon to view and verify your meet history. You should check your meet history regularly to ensure its accuracy, listing all the meets you worked, the positions worked and the number of sessions in each position. This record is used to verify you meet prerequisites for certification at additional positions, requirements for recertification, and requirements for national certification.

### YOUR SYSTEM TRACKED MEETS

DATE	MEET	LSC	LOCATION	MEET TYPE	LEVEL	POSITIONS/SESSIONS	ACTIONS
JUL 31, 2018	NCSA Summer Championships	IN	Indianapolis, IN	Invitational	LSC	ST-6 SR-2 DR-2	
JUL 31, 2018	NCSA Time Trials	IN	Indianapolis, IN	Time Trial	LSC	ST-4 DR-1	
JUL 27, 2018	Fourteenth Annual Unity Championship Swim Meet	MD	Baltimore, MD	Age Group	LSC	ST-2 DR-4	
JUL 24, 2018	Summer Send Off	PV	College Park, MD	Invitational	LSC	AR-2	
JUL 19, 2018	PVS 2018 LC Age Group Championships	PV	College Park, MD	LSC Championship	LSC	ST-1 SR-3 DR-4 CO-4 TO-1	
JUL 12, 2018	2018 CSI LC Senior Championships	CT	Middletown, CT	OQM - Other	National Qualifying	DR-1 EV-9	
JUL 05, 2018	2018 NBAC MID-SUMMER CLASSIC	MD	St. Mary's City, MD	Age Group	LSC	CJ-1 DR-2	
JUN 22, 2018	Winchester Long Course Invitational	VA	Winchester, VA	Invitational	LSC	ST-4 SR-1 DR-1	
JUN 15, 2018	SNOW Long Course Invitational	PV	South Riding, VA	Age Group			
JUN 01, 2018	NCAP June LC Invitational	PV	Stafford, VA	Age Group			

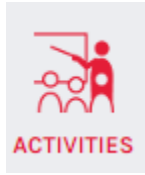
Add additional (non USA Swimming sanctioned) meets to your record using the "ADD OTHER MEET" function.

### YOUR OTHER MEETS

[ADD OTHER MEET](#)

DATE	MEET	LSC	LOCATION	MEET TYPE	LEVEL	POSITIONS/SESSIONS	ACTIONS
MAY 09, 2018	Special Olympics MD State Games	MD		Age Group		AR-2	<a href="#">EDIT</a>   <a href="#">DELETE</a>
JUN 10, 2017	Special Olympics MD State Games	MD		Age Group		SR-2	<a href="#">EDIT</a>   <a href="#">DELETE</a>

## ACTIVITIES HISTORY



Click the “ACTIVITIES” icon to view and verify your activity history. Activities include PVS clinics, USA Swimming and Zone Workshops, and some briefings at higher level meets.

### YOUR SYSTEM TRACKED OFFICIALS TRACKING ACTIVITIES

DESCRIPTION	TYPE/ POSITION	DATE/ LSC	LOCATION	ROLE	MEET NAME
NEW TO NATIONAL MEETS	Clinic Generic Official Trainer	May 17, 2018 US	Indianapolis, IN	Student	2018 TYR Pro Swim Series - Indianapolis
PVS STROKE & TURN CLINIC	Clinic Stroke & Turn	Mar 03, 2018 PV	McLean, VA	Instructor	
PVS OFFICIALS COMMITTEE MEETING	LSC Off'ls Committee Mtgs	Feb 28, 2018 PV	Arlington, VA	Participant	
ADMIN OFFICIAL BRIEFING	Briefing Administrative Referee Administrative Official	Jan 13, 2018 MD	Baltimore, MD		

Add mentoring and other activities, such as attendance at a summer league clinic, using the “ADD OTHER ACTIVITY” function.



### YOUR OTHER OFFICIALS TRACKING ACTIVITIES

DESCRIPTION	TYPE/ POSITION	DATE/ LSC	LOCATION	ROLE	MEET NAME	ACTIONS
REFEREE EVALUATION	Deck Instruction Referee/Deck Referee	Jul 07, 2018 MD	St. Mary's, MD	Deck Mentor	NBAC Mid-Summer Classic	<a href="#">EDIT</a>   <a href="#">DELETE</a>
S&T EVALUATION	Deck Instruction Stroke & Turn	Jul 07, 2018 MD	St. Mary's, MD	Deck Mentor	NBAC Mid-Summer Classic	<a href="#">EDIT</a>   <a href="#">DELETE</a>
STARTER EVALUATION	Deck Instruction Starter	Apr 21, 2018 PV	Alexandria, VA	Deck Mentor	Machine LC Classic	<a href="#">EDIT</a>   <a href="#">DELETE</a>
ETS EVALUATION	Deck Instruction Timing Equipment Operator	Feb 04, 2018 PV	McLean, VA	Deck Mentor	Super FISH Bowl VIII	<a href="#">EDIT</a>   <a href="#">DELETE</a>
CJ EVALUATION	Deck Instruction Chief Judge	Jan 21, 2018 PV	Laurel, MD	Deck Mentor	PVS January Open	<a href="#">EDIT</a>   <a href="#">DELETE</a>
ETS EVALUATION	Deck Instruction Timing Equipment Operator	Dec 02, 2017 PV	College Park, MD	Deck Mentor	Turkey Claus Showdown	<a href="#">EDIT</a>   <a href="#">DELETE</a>
MENTOR APPRENTICE TO	Deck Instruction Timing Equipment Operator	Nov 05, 2017 PV	Falls Church, VA	Deck Mentor	November Friendship Mini Meet	<a href="#">EDIT</a>   <a href="#">DELETE</a>
MENTOR APPRENTICE ST	Deck Instruction Stroke & Turn	Oct 22, 2017 PV	Arlington, VA	Deck Mentor	Fall Gator Mini Meet	<a href="#">EDIT</a>   <a href="#">DELETE</a>