



BILLET POLICY

It is recognized that some youth and junior hockey players do leave home to play hockey in a location away from their parents. In those circumstances, the organization or team typically arranges for the player to live with a host or billet family. Having youth players live outside their homes increases risk for abuse and misconduct to occur. All organizations and teams that arrange for players to live with billet families shall have written policies and procedures in place to govern the arrangement.

All billeting policies and procedures shall be provided to the player's parents in advance of placing the player with the billet and shall meet the following requirements:

- Billet families and the player and player's parents shall all sign an agreement with the Member Program and/or team that they will comply with the terms and conditions of the Billet Policy, the USCSS Code and the USA Hockey SafeSport Handbook.
- As required by the jurisdiction where the player is billeted, the player's parents shall sign and provide a power of attorney and/or guardianship (as necessary by applicable state law) to the billet family adults to allow for them to make emergency medical and schooling decisions.
- Each Member Program or team shall have a billet coordinator who shall be responsible for overseeing compliance with the Billeting Policy, the USCSS Code and all USA Hockey SafeSport Policies.
- No more than two players may be housed with any one billet family (at the Junior level, there may be exceptions to the number of players permitted in one billet home if approved by the USA Hockey Junior Council).
- Owners, coaches, team/program management and staff are not allowed to host or billet players.
- Minors must be placed with a billet family and may not reside in an apartment or home solely with other players.
- All adults living in the household of the billet family must be registered with USA Hockey, screened in accordance with the USA Hockey Screening Policy, and must complete the SafeSport Training in compliance with Section II. Proof that these requirements have been met must be received by the team's billet coordinator prior to the player moving in with the family.
- It is strongly recommended that all billet families be two-parent homes. However, single parent billet families may be acceptable, but the organization or team shall take additional reasonable steps to regularly monitor the billeting arrangement and its compliance with the USA Hockey SafeSport Policies.

- The Member Program or team shall have a mandatory curfew for all billeted players. The host family may have an earlier curfew.

- Players must agree to comply with the house rules of the billet families, including curfews, chores/cleaning, telephone usage, etc. Complaints about unusual rules shall be addressed with the Member Program/team billet coordinator.

- Players shall not stay overnight at any other home except with the permission of the player's parents and advance notification to the billet family and Member Program or team billet coordinator.

- Players are not to drive billet family vehicles without automobile liability insurance as required by applicable state law, and documentation and approval of the billet family.

- The Member Program's/team's billeting policy shall include requirements that the billet family maintain appropriate homeowners/renters insurance.

- Players living with a billet family shall be permitted to make regular check-in phone calls to parents. Team personnel and billets shall allow for any unscheduled check-in phone calls between the player and parents.

All adults living in the household of the billet family shall have been screened in accordance with the USA Hockey Screening Policy prior to the player moving in with the family. It is strongly recommended that all billet families be two parent homes. However, single parent billet families may be acceptable but the team or organization shall take additional reasonable steps to ensure compliance with the USA Hockey SafeSport Policies, which steps shall include regular monitoring of the billeting arrangement.

Documents for Billet programs:

1. USA Hockey Volunteer Number : <https://membership.usahockey.com/> - **completed by each billet family adult**
2. USA Hockey Safesport Program - <https://www.usahockey.com/trainingregistration> - **completed by each billet family adult over the age of 18**
3. USA Hockey Background Screening - <https://www.usahockey.com/backgroundscreen> - **completed by each billet family adult over the age of 18.**
4. CAHA Billet Agreement and Policy Acknowledgement [CAHA billet agreement 092020.docx](#) - **completed by billet family**

All adults living in the household of the billet family shall have completed training in compliance with the Education and Awareness Training Policy prior to the player moving in with the family. Billet families and the player and player's parents/guardians shall all sign an agreement with the organization that they will comply with the rules and regulations for the billeting arrangement. Based upon the requirements of the jurisdiction, the parents shall sign and provide a power of attorney to the billet family adults to allow for them to make emergency medical and schooling decisions.

Each team shall have a billet coordinator who shall be responsible for overseeing compliance with the Billeting Policy and all other USA Hockey SafeSport Policies. The team shall have a mandatory curfew for all billeted players. The host family may have an earlier curfew. Players shall agree to comply with the house rules of the billet families, including curfews, chores/cleaning, telephone usage, etc. Complaints about unusual rules shall be addressed with the billet coordinator. Players shall not stay overnight at any

other home except with the permission of the player's parents and advance notification to the Billet Coordinator.