APPENDIX 1

ICF PARACANOE
KAYAK
CLASSIFIERS' MANUAL

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INTRODUCTION

The purpose of this manual is to guide ICF Paracanoe Classifiers in the completion of the classification process for all Kayak paddlers with physical impairments.

This Manual supports the *ICF Paracanoe Classification Rules and Regulations.*

On February 1st, 2015, the International Paralympic Committee (IPC) announced the recognition of Paracanoe Kayaking as an official event at the RIO 2016 Paralympic Games. Therefore the Paracanoe Kayak classification system described herein is approved by the IPC and will be implemented by the ICF beginning in 2015.

ICF PARACANOE CLASSIFIERS

An ICF Paracanoe Classifier is one who has been approved as such by the ICF after undergoing the required training for the purpose. There are two types of ICF Classifier:

(1) ICF Medical Classifier: a medical doctor or physiotherapist,
(2) ICF Technical Classifier: a person with extensive practical knowledge of canoeing with experience such as a canoekayak coach, sport scientist, former paddler, physical educator or similarly qualified person.

For both types of ICF Classifier, experience with Paracanoe is an advantage but not a requirement.

The ICF Paracanoe Committee shall appoint one Head of Classification. The Head of Classification and The ICF Paracanoe committee will appoint one Chief Classifier for each ICF recognized Paracanoe Competition as needed.

GENERAL

If after completion of all tests, the Classification Panel determines there is an unclear assessment leading to a 'borderline' assessment, the paddler shall be assigned the more functional sport class, and given *Review* status.

NOTE: When a Physical Assessment suggests higher abilities than what is observed in the ON-WATER Technical Assessment, the Athlete history and experience becomes relevant. An Athlete with a short history in the sport may have the ability to achieve higher Functional Objectives but has not yet spent the requisite time and conducted sufficient training to apply these abilities through training. As the abilities may be training specific and should thus not be considered in classification, the Physical Assessment will carry greater significance.

This information will be noted on the application form. The application form shall be completed and signed by both classifiers. The classifiers must also print their name legibly. The paddler must be informed verbally within two hours of the determination of the sport class and sport class status. The paddler must also print and sign his/her name on the form. Both classifiers must agree on the sport class.

A "C" (Confirmed) status will be given if the paddler is classified by an ICF International Classification Panel and the paddler's status is not likely to change.

An "N" (New) status will be given if the paddler is not classified by an ICF International Classification Panel.

An "R" (Review) status will be given if the paddler is classified by an ICF International Classification Panel and the paddler wears a prosthetic or orthotic device that may affect the paddling ability, or they have a progressive disability that may improve.

Once complete, all forms are to be forwarded to the ICF Paracanoe Head of Classification addressed as follows:

Ms Julie Gray
ICF Paracanoe Head of Classification
canoejulie@sky.com

If the paddler plans only to compete in a local or National Competition, the forms should not be forwarded to ICF.

Copies of all forms should be forwarded to the national federation of the paddler concerned.

NOTE: All forms contain confidential information. Consequently, they are only to be used for the purposes of classification of the athlete. Use of the forms for any other purpose is strictly forbidden.

ICF/IPC PARACANOE SPORT CLASS's

ELIGIBLE IMPAIRMENTS

There are three (3) eligible impairment groups for ICF Paracanoe-KAYAK:

- Impaired Muscle Power,
- Impaired Range of Motion,
- Limb Deficiency.

They only apply to the Lower Limbs and the Trunk.

The following impairment groups are not eligible for ICF Paracanoe –KAYAK:

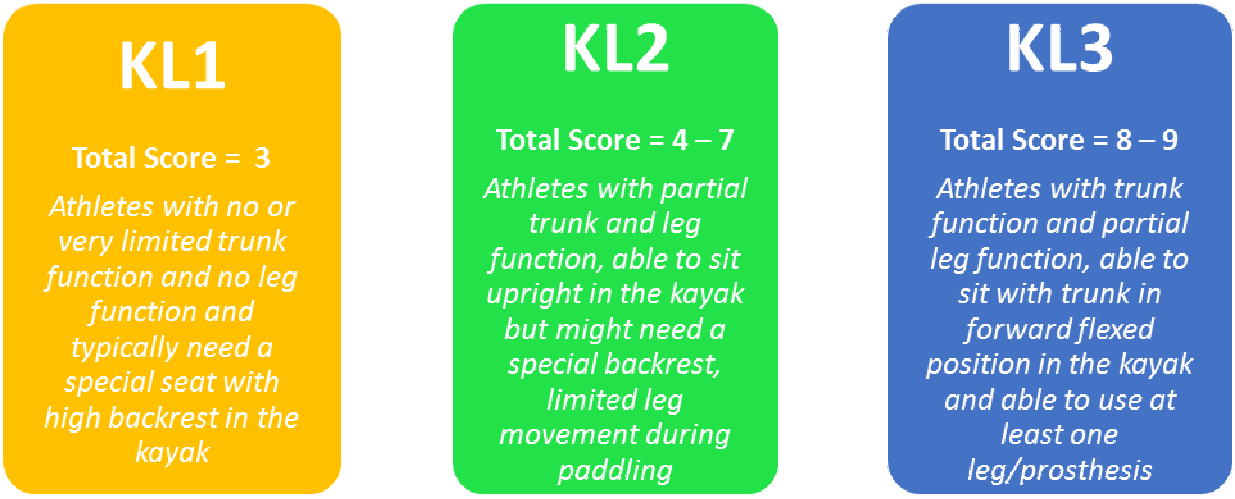
- Leg Length difference
- Short Stature
- Hypertonia
- Ataxia
- Athetosis
- Vision Impairment
- Intellectual Impairment

MINIMUM ELIGIBILITY

Athletes must lose a minimum of four (4) points on one lower limb to be eligible.

SPORT CLASSES - KAYAK

ICF/IPC recognize three (3) sport classes for Paracanoe kayaking: KL1, KL2, KL3.
The Cluster "Score" is the sum of the Cluster the athlete scores in each of the three tests (Trunk, Leg & On-Water). For example, if an athlete is in Cluster 2 in the Trunk test, Cluster 3 in the Legs test and Cluster 2 in the On-water test they will achieve a Summary Total score of "7" and would be placed in Sport Class KL2.



KL1

The KL1 class is for kayak paddlers who score a Total Cluster Score of 3 :

- **TRUNK Tests:** **Cluster 1 (***0 to 16 pts***), and**
- **LEG Tests:** **Cluster 1 (***0 - 2***), and**
- **ON-WATER Test:** **Cluster 1 (***0 to 3***).**

KL2

The KL2 class is for kayak paddlers who score a Total Cluster Score of between 4 and 7 (inclusive) by the following:

- **TRUNK Tests:** **Cluster 1 (***0 – 16 pts***) or 2 (***17 – 68 pts***) or 3 (***69 – 84 pts***), and**
- **LEG Tests:** **Cluster 1 (***0 - 2***) or 2 (***3 - 17***), and**
- **ON-WATER Test:** **Cluster 1 (***0 - 3***) or 2 (***4 - 8***) or 3 (***9 – 12***)**

KL3

The KL3 class is for kayak paddlers who score a Total Cluster Score of 8 or 9 by the following:

- **TRUNK Tests:** **Cluster 2 (***17 – 68 pts***) or 3 (***69 – 84 pts***), and**
- **LEGS Tests:** **Cluster 2 (***3 - 17***) or 3 (***18 – 24***), and**
- **ON-WATER Test:** **Cluster 2 (***4 – 8***) or 3 (***9 – 12***)**

NE

The NE sport class is for Paddlers who do not meet the minimum impairment and are thus “Not Eligible” to compete as a Paracanoeist.

PROCESS FOR CLASSIFYING PADDLERS WITH A PHYSICAL IMPAIRMENT

The standard ICF classification process is conducted by an ICF Classification Panel comprised of two ICF Classifiers, an ICF Medical Classifier and an ICF Technical Classifier

The process involves five steps:

(1) Physical Assessment of the LEGS – directed by an ICF Medical Classifier with ICF Technical Classifier in attendance.

(2) Physical Assessment of the TRUNK – directed by an ICF Medical Classifier with an ICF Technical Classifier in attendance.

(3) ON- WATER Technical Observation Test – directed by both an ICF Technical Classifier and an ICF Medical Classifier. Observation should be completed while the paddler is aware of being observed and while not aware. This test will also involve a test on the ergometer prior to the On-Water part of the test.

(4) Observation Assessment - The Classification Panel may conduct Observation Assessment, which shall involve observing an Athlete performing the specific skills that are part of the Sport in Competition. Observation Assessment shall take place if a Classification Panel cannot complete the Athlete Evaluation without observing the Athlete in Competition.

(5) Final Calculation and Conclusion of Classification.

Notwithstanding Section 4 above, Classifiers shall, to the best of their ability, observe all paddlers in the Competition to ensure consistency with the abilities presented during the Evaluation. This observation shall also include the paddlers as they depart from the dock to ensure boats, paddler position in the boat and adaptive equipment are consistent with the Evaluation. Video recording of events is required.

PREREQUISITES FOR CLASSIFICATION

Paddlers seeking to be classified as a Paracanoeist must present the following documents to the appointed Chief Classifier of the Competition four weeks prior to the start of the competition:

- A completed *ICF Paracanoe Classification Application Form*
- A completed *Consent for ICF Paracanoe Paddler Classification* Form
- A completed *Declaration of Medical Conditions that may Require Emergency Measures Form*
- The *ICF Paracanoe Athlete Certificate of Diagnosis* form signed by a Medical Physician confirming the physical impairment, and the functional effect the disability has on the paddler. This must be in English.
- The paddler must present ready to be classified in close-fitting attire and ready to paddle.
- The ON-WATER Technical Observation must be done as noted:
    - in the specific boat, and
    - using the specific adaptive equipment in the precise location the competitor will use in the Competition.

Physical Assessment

Materials Required

- Plinth or mat table
- Goniometer
- All forms related to Paracanoe classification including medical documentation
- Wobble cushion (air-filled cushion)

Process

- Review required documentation (refer to above) to ensure proper completion.
- Interview paddler to ensure all diagnosis information is correct and detailed.
- All athlete Assessments and Classifications must follow the process outlined below.

STEP ONE: Physical Assessment of the LEGS

This assessment will determine whether the paddler meets the minimum requirements to complete in Paracanoe events.

- Classifiers will use a 0-2 scale as noted on the *Physical Assessment Chart for the LEGS (Kayak)* . The +/- scale will not be used for the purpose of this test.

- Use the *Physical Assessment Chart for the LEGS (Kayak)* and the illustrated manual where sport specific ranges of movements are defined and descriptions on how each test will be executed.

- Enter the scores in the appropriate box, and total them below where indicated.
- All joint motions and strengths must be tested and scores entered. Failure to do so will result in an incomplete and therefore non-valid classification of the paddler.
- A paddler who meets the minimum disability requirements for Paracanoe (loss of 4 points in one lower limb will be classified as eligible for the KL3 or VL3 class, at a minimum, subject to satisfactory completion of the On-Water Technical Observation assessment.
- If any paddler does not meet the minimum disability, he/she will be deemed as Not Eligible to compete as an adaptive paddler, and the classification will end here.
- All findings must be documented on the *Physical Assessment Chart for the LOWER LIMBS (Kayak or Va'a)* .

STEP TWO: Physical Assessment of the TRUNK

This assessment will help the classifier to determine whether the paddler meets the minimum requirements to complete in Paracanoe events..

- Classifiers will use a 0-2 scale as noted on the *Physical Assessment Chart for the Trunk*. The +/- scale will not be used for the purpose of this test.

- Use the *Physical Assessment Chart for the TRUNK* and the illustrated manual (Appendix 3, illustrated guidelines for the Trunk Test) including descriptions on how each test will be executed.

- Enter the scores in the appropriate box, and total them below where indicated.
- All joint motions and strengths must be tested and scores entered. Failure to do so will result in an incomplete and therefore non-valid classification of the paddler.
- All findings must be documented on the *Physical Assessment Chart for the TRUNK.*

STEP THREE: ON-WATER TECHNICAL ASSESSMENT

ERGOMETER Test

The ergometer test is the first part of the ON-WATER Technical Assessment. It is completed by an ICF Technical Classifier with an ICF Medical Classifier present. This test is obligatory but not scored. Observations made during this test provide valuable information to the Technical Classifier prior to the ON-WATER part of the test.

Materials Required

- Ergometer with fixed seat
- Adaptive seat with high back support
- Appropriate cushion to prevent tissue breakdown
- Any other necessary equipment for the individual paddler: eg. Foam, tape, Velcro strapping, etc.
- Video camera

The role of the ICF Technical Classifier is to assess the paddling motion when conducted on an ergometer.

Process

- The paddler's sitting balance should be assessed on the ergometer. If the paddler presents with even fair trunk function/sitting balance and leg function then the assessment should be carried out on a standard seat. If the paddler's sitting balance is compromised, a postural support seat similar or identical to the support (seat) to be used in the boat should be used. Additional trunk strapping should not be used immediately.

- If the paddler uses a prosthesis or orthosis while paddling, it should be worn during this test

- The classifier should begin to assess the paddler paddling with the least amount of assistance possible. The medical classifier should be guarding the paddler to prevent falls.

- The paddler will be asked to take enough strokes to fully represent his/her paddling ability. Such tests should be able to provide information for the ON-WATER Technical Assessment.

- Ergometer assessment should continue for sufficient time and at a variety of stroke rates including sufficient at a high stroke rate with maximum exertion to ensure the classifiers have reviewed the typical performance of the paddler as would be anticipated during a race.

- Observe paddler from the side, rear, and front for motion on the ergometer. Check if the paddler is able to achieve good force against the foot board. Allow the paddler to paddle with a full paddling stroke motion at 100% effort for a minimum of 2 minutes to assess paddler's ability to maintain power and force against the foot board.

- Detailed documentation of the Classifiers' observations is paramount to accurate classification, and should be as complete as possible. The ICF Technical Classifier should record clear statements on the *ERGO Observation Chart* of the paddler's ability as observed through the ergometer test, having regard to the ICF functional objectives for each sport class. A photograph of the athlete which notes the equipment used for the test should be part of the documentation. A video of the test is also required to be part of the documentation.

ON-WATER TECHNICAL ASSESSMENT

ICF Medical and Technical Classifiers

The medical and technical classifiers will both observe the paddler while on the water, while training and/or racing.

Materials Needed

- Specific boat type to be used in the Competition for paddler (supplied by the paddler)

- The specific adaptive equipment the paddler will use in competition.

- Video camera (with video storage chips) with Videographer

- "GroPro" or similar portable camera with device for attachment to kayak or va'a boats

- Safety motor boat and driver

Objectives

The purpose of ON-WATER Technical Assessment is to assess the sport specific performance of the paddler having regard to completion of the *ON-WATER Technical Assessment Observation Chart* .

Process

Use the *ON-WATER Technical Assessment Chart* and video guides.

The On-Water Technical Assessment Test should be undertaken with consideration given to water conditions and safety. The paddler shall paddle a minimum of 200 metres away from the dock, turn, and 200 metres back to the dock. The paddler shall be observed from the left and from the right side. The paddler shall conduct at least one full start to the satisfaction of the Classifier. The paddler may be asked to repeat.

Only when the Classifier is satisfied the paddler has shown his full abilities and the abilities have been recorded on the *ON-WATER Technical Assessment Chart* is the ON-WATER Technical Assessment completed.

The Classifiers may request the paddler being classified to undertake a range of movements or novel agility tests and shall also observe the paddler during normal training and racing.

The specific boat type, the position of the paddler in the boat and the adaptive equipment used in the On-Water Technical Assessment must be identical to the boat type, paddler position in the boat and the adaptive equipment used in Competition. The Classifier shall ensure all this information is video recorded during the On-Water Technical Assessment. Video recording will be done by a videographer and may include video from the dock and video units in the boat (eg. "GoPro") in order to have a complete video file.

The paddler may also be observed at any moment while representing his/her paddling ability including during Competition. They shall observe the paddler while he/she is aware of being observed, and while he/she is not aware of being observed. If the paddler uses a prosthesis or orthosis while paddling, it shall be worn during this test**.**
Complete and score the athlete as noted.

STEP FOUR: OBSERVATION ASSESSMENT

The Classification Panel may conduct Observation Assessment, which shall involve observing an Athlete performing the specific skills that are part of the sport in Competition. Observation Assessment shall take place if a Classification Panel cannot complete the Athlete Evaluation without observing the Athlete in Competition.

STEP FIVE: Final Calculation and Conclusion of Classification

Once all the assessments have been completed, the two classifiers will jointly determine the "Final Classification" and the recommended sport class and status.

The Classification Panel combines the TRUNK, LOWER LIMB and ON-WATER Technical Assessment Cluster scorings as noted in the PARACANOE CLASSIFICATION OVERVIEW and the PARACANOE CLASSIFICATION PROCESS MAP to determine the Athlete Class. The PARACANOE CLASSIFICATION SUMMARY Form is used for this purpose.

The Cluster "Score" is the sum of the Cluster the athlete scores in each of the three tests (Trunk, Leg & On-Water). For example, if an athlete is in Cluster 2 in the Trunk test, Cluster 3 in the Legs test and Cluster 2 in the On-water test they will achieve a Summary Total score of "7" and would be placed in Sport Class KL2.

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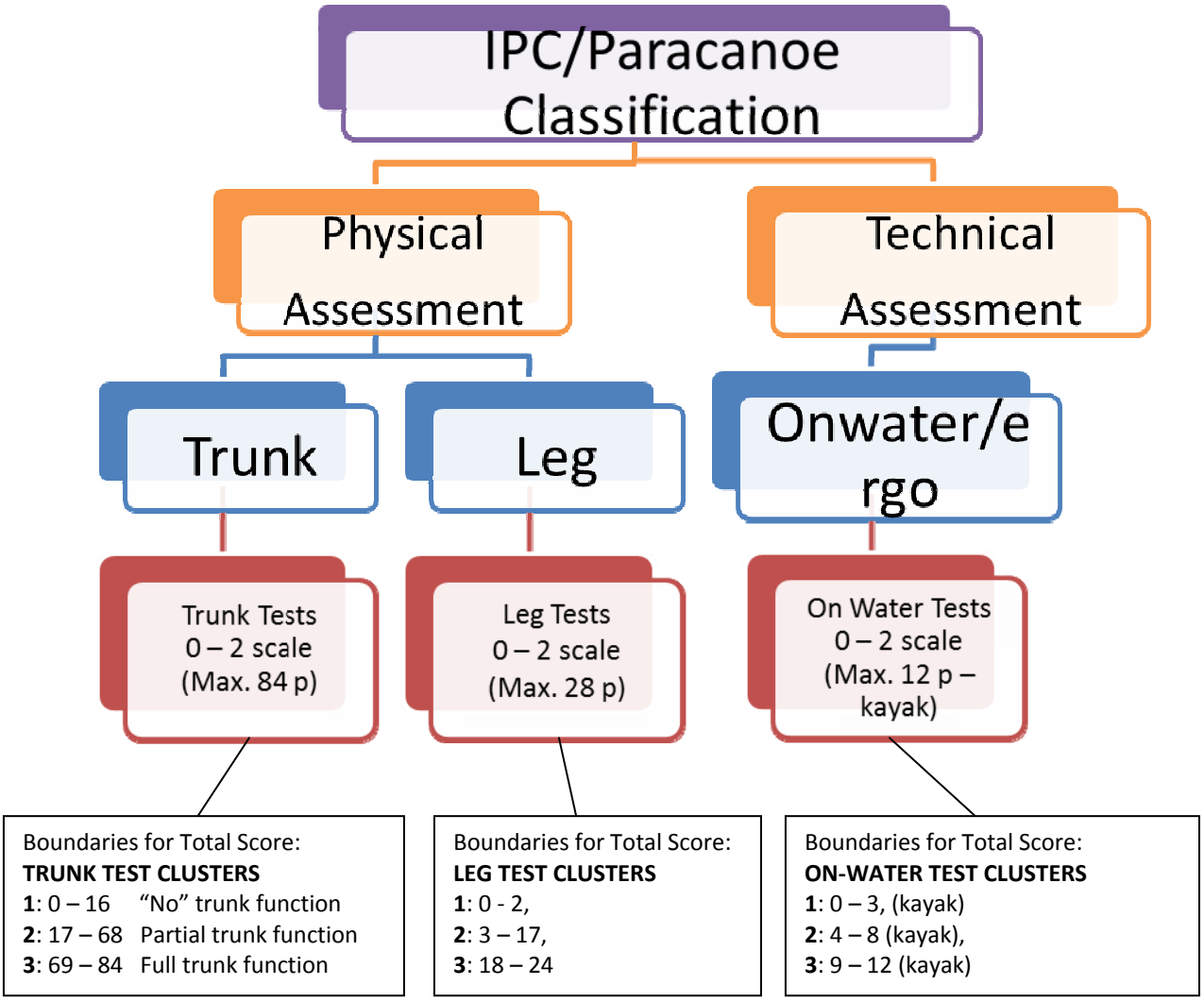
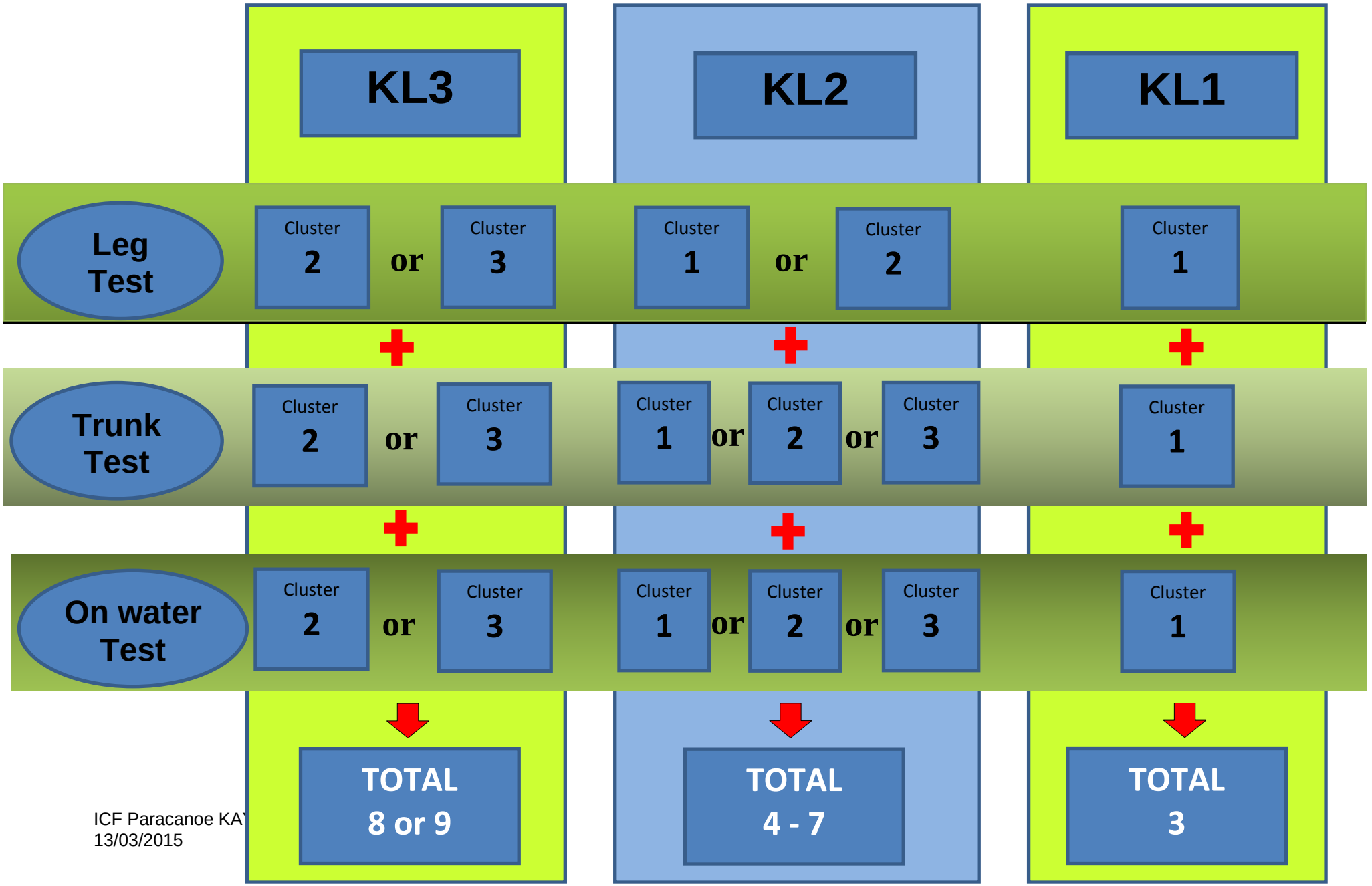
PARACANOE-KAYAK CLASSIFICATION OVERVIEW



ICF PARACANOE-KAYAK CLASSIFICATION PROCESS MAP



APPENDIX 2:
SCORING TEMPLATE FORMS

APPENDIX 3:
ILLUSTRATED SCORING GUIDES

APPENDIX 4:
LIST OF VIDEO SCORING GUIDES

APPENDIX 5 :
ADMINISTRATIVE FORMS