



GOLF



2022 STATE FIRST ROUND INSTRUCTIONS PRESENTED BY UK HEALTHCARE





2022 Leachman Buick•GMC•Cadillac KHSAA State Golf First Round Championships presented by UK HealthCare Instructions

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Throughout these instructions, portions that are different from previous seasons, or changed due to COVID-19, have been highlighted yellow.

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Assistant Commissioner	Darren Bilberry
Assistant Commissioner	Sarah Bridenbaugh
Assistant Commissioner	Joe Angolia
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Event Services and Social Media Director	Jenny Elder
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Administrative Support Specialist	Jeremy Ison
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[@KHSAA](https://twitter.com/KHSAA)



[@KHSAAEvents](https://twitter.com/KHSAAEvents)



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BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2022 Leachman Buick•GMC•Cadillac/KHSAA State Golf First Round Championships.

Refer to this manual and the important website links included at the end of the document to guide you through preparation for your participation.

KHSAA CONTACT LIST

The primary contacts for golf are Associate Commissioner Butch Cope (bcope@khsaa.org) and Assistant Commissioner Joe Angolia (jangolia@khsaa.org).

COVID-19 GUIDANCE

The KHSAA's complete "Healthy at Sports, Stage 5 - Partnering for Progress, Guidance for Continued Practice and Competition During the Pandemic" document can be found at the following link: <https://bit.ly/3zwQOeD>

In addition to specific guidance, this document includes guidance for all sports, officials and media. The information in this document should be thoroughly reviewed by all managers, participants and spectators attending a postseason event.

REMINDER - Anyone attending or participating in a KHSAA regular season or postseason event should review their symptoms before arriving. Those that are ill or displaying any symptoms of COVID-19 should stay home.

Some differences in the guidance are necessitated by the differences in sports, facilities and geographic areas, which are pronounced during normal years and magnified this school year.

MASKS/FACE COVERINGS

Masks/Face coverings for non-competitors and the requirements surrounding these items are a matter of local jurisdiction.

At minimum, any local or specific mask-requiring ordinance should also include a requirement for managers to post signage and make regular announcements.

COMPETITORS

Due to safety concerns, competitors who are considered to be aerobically exercising should not be required to wear masks during competition.

WATER - COVID-19 GUIDANCE

Coaches and athletes are reminded to bring their own water bottles as no community dispensers can be used.

PUBLIC HEALTH PROTOCOLS

Each member school and event host is expected to adhere to public health standards regarding isolation and quarantine as well as the adopted Return to Play Protocol in the event of a positive test in a participant or team staff member.

The host is responsible for adherence to COVID-19 guidelines in accordance with normal home site procedures.

REFERENCE TO TEAM ALIGNMENT

Teams are aligned into three areas for the First Round State Tournament, Regions 1-4, Regions 5-8 and Regions 9-12.

Top two teams and 10 individuals from non-advancing teams will advance from each regional tournament to the First Round Championships at various sites.

COMPETITION DATES, WEATHER, LOCATION AND SCHEDULE

DATES

The State Golf First Round may be played September 26-28.

STOPPAGE/POSTPONEMENT

It's the duty of the Tournament Manager, in consultation with the KHSAA and event officials and communicating with the participating teams, to make decisions regarding resumption or re-scheduling.



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In the event of stoppage or postponement, all parties must work together to ensure that all teams, media outlets and schools are properly notified.

While it's imperative that Tournament Managers adhere to the scheduled postseason dates, the safety of all parties involved is always the top priority.

If there is a change in schedule, notify the KHSAA immediately.

HOST SITES

The three (3) State First Round sites are listed below:

- Site 1 Regions 1, 2, 3, 4 - Owensboro Country Club, Owensboro
- Site 2 Regions 5, 6, 7, 8 - Heritage Hill Golf Course, Shepherdsville
- Site 3 Regions 9, 10, 11, 12 - Winchester Country Club, Winchester

PRE-TOURNAMENT MANAGER'S RESPONSIBILITIES

CONTACT PARTICIPATING SCHOOLS

Contact all schools in your tournament about schedule, logistics and admission information.

DEVELOPMENT OF INFO DOCUMENT FOR PARTICIPANTS

Develop an information document for participants, including the schedule of events, any on-site meeting information, site specifics and directions to the venue.

PRE-TOURNAMENT MEETING

There will be a Zoom meeting for participating team coaches along with Golf House of Kentucky prior to the events.

Details will be communicated once regional play has concluded.

FUTURE FIRST ROUND STATE SITES

Schools interested in hosting the First Round State in future years should contact Mr. Cope at the Association offices.

HOST SITE ADMINISTRATOR

The KHSAA will designate a tournament administrator, other than a participating coach, at each host site.

Unsporting conduct by spectators is a growing concern and the presence of a contest supervisor sends the message that such behavior will not be tolerated.

In addition, the administrator will handle GoFan digital ticketing management for the event in conjunction with the KHSAA.

OUTSIDE PROVIDERS/VENDORS

Contact security and other outside providers/vendors and ensure that all other pre-tournament functions are complete. Expenses for any such must be approved by the KHSAA prior to the event.

Any vendors desired by the manager must be approved by the KHSAA as this is an official round(s) of the state championship event.

VENUE LOGISTICS

BALLOONS/NOISEMAKERS

Artificial noisemakers, portable sound systems and balloons are not permitted at the course.

SECURITY

It is the responsibility of the Tournament Manager to secure adequate police protection and other security precautions as necessary.

While many schools have adequate measures in place regarding safety and security at athletic contests, all members are reminded of the importance of this provision.



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Crowd control is important and we ask schools to take every precaution to protect the athletes, fans and general public. The Tournament Manager should ensure the supervision of fans, watching for inappropriate behavior. During sportsmanship announcements, remind fans that foul language and harassment of officials is strictly prohibited.

After the event, have the officials escorted to the locker room and/or parking lot.

While acknowledging the expense of security, it is noted that this should be an integral part of your planning process and is a KHSAA requirement at postseason contests.

MANAGING THE STATE FIRST ROUND

ADMISSION OF PARTICIPANTS/TEAM PARTY AND LIMITATIONS

Only those individuals entered as participants will be admitted at no charge.

Coaches from qualifying teams that have met all coaching requirements will be admitted at no charge.

Any additional players that were on the roster during the season, but didn't qualify, will be required to purchase a ticket.

TICKETS AND FAN ADMISSION

All golf state first round tickets will be sold online via GoFan, the KHSAA's official digital ticket vendor with no paper tickets sold at the walk-up gate.

Tickets will be available through khsaatickets.org.

All state first round ticket prices are \$11 each in advance for each individual event (Boys'/Coed and Girls' are ticketed separately) if purchased in advance, plus electronic transaction fees (that are not received by the KHSAA).

The day of the event, the ticket price will be \$13 plus applicable fees.

The KHSAA will provide wristbands to manage re-entry which are required to be issued to all patrons desiring to leave and return.

Ticketholders may leave the facility and re-enter by showing their KHSAA provided wristband when properly worn.

Children five-and-under will be admitted free, but must still "purchase" the free ticket through GoFan.

Only the KHSAA issued Commonwealth Card will be honored for admission for one individual plus a guest for the Superintendent, Principal and Athletic Director of each participating school.

No coaches association cards or licensed officials cards will be honored for admission at the state event.

There will be no paper tickets sold at the walk-up gate or cash sales.

GoFan's training page for buying and validating the tickets is included as a link at the end of these instructions and linked from the KHSAA website.

No screenshots shall be honored for admission at any time.

PRE-EVENT

Refer to the KHSAA Handbook to review the rules and regulations governing golf tournaments and also familiarize yourself with the KHSAA Competition Rules.

Golf House of Kentucky will be identifying rules officials for the round. Those will be compensated by the KHSAA.

This official shall be responsible for all rulings and is a requirement for KHSAA First Round Golf Tournaments.

Costs for these specific permitted workers shall be paid by the KHSAA upon receipt of the completed GE88 Form, which is included as a link at the end of these instructions.

No other payment for workers or other costs can be made without prior authorization from Associate Commissioner Butch Cope.

DURING THE TOURNAMENT

Prior to the start of the tournament, home event management shall identify themselves to the participating team administrators and the officials and establish a designated area where they can be reached in the event of an emergency.



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ROSTERS, ENTRIES, PAIRINGS, SCORING

POSTSEASON ROSTER

Postseason participants must be designated from the freshmen, junior varsity or varsity rosters, which are maintained through the KHSAA member school website throughout the regular season.

Roster revisions must be made before the first date of the postseason when online rosters are closed and considered final.

No additional players may be added to the roster following that deadline, including those teams that advance to the state tournament.

The online, postseason roster may be printed from the KHSAA website as the valid listing of available participants.

This roster information is also used for advance preparations for state qualifying teams or individuals.

REQUIREMENTS FOR ENTRY

Entrants are to have finished on one of the top two teams or the top 10 individuals from non-qualifying teams at the Region Tournament to advance to State First Round.

INSTRUCTIONS FOR TOURNAMENT ENTRY

Entrants are taken from Region results.

There is no additional entry form needed.

SUBSTITUTIONS

Any school desiring to make a substitution following the submission of Form GF101 Boys or GF101 Girls must contact Associate Commissioner Cope (bcope@khsaa.org) or Assistant Commissioner Joe Angolia (jangolia@khsaa.org).

All substitution requests must comply with the competition rules.

PROCEDURE FOR FIRST ROUND TOURNAMENT PAIRINGS

When the initial entry report is submitted by 9 p.m., four (4) days prior to the first round tournament, competitors will be placed into groups (threesomes/foursomes) based on average scores.

First Round pairings will be published on Friday, Sept. 23 and will follow the pre-distributed template.

No two (2) golfers from the same school shall play in the same group.

SCORING SYSTEM

The first place finisher of each first round tournament is the four (4) or five (5) person team with the lowest aggregate score for four (4) golfers playing 18 holes.

The individual winner is the golfer with the lowest score.

Each participant should have downloaded the Golf Genius app and be prepared to enter scores.

TIEBREAKER

Team ties for first, second and third place along with the 15th at-large spot at state first round will be broken by a hole-by-hole, sudden-death playoff immediately upon completion of play.

A team playoff will precede an individual playoff if both are required.

The best 4 of 5 individual scores with respect to par will determine a team's playoff score.

The holes to be used shall be predetermined by the Tournament Manager prior to the tournament beginning.

- For a two-team tie, pairings will be as follows, with player numbered order determined by tournament scores:
 - o Group I: Team A (Players 3-4-5), Team B (Players 4-5)
 - o Group II: Team A (Players 1-2), Team B (Players 1-2-3)
- For a tie with three (3) or more teams, the tiebreaker will proceed as follows:
 - o Hole #1: Player #1 from each team
 - o Hole #2: Player #2 from each team



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- o Hole #3: Player #3 from each team
- o Hole #4: Player #4 from each team
- o Hole #5: Player #5 from each team

RULES POINTS OF EMPHASIS/CLARIFICATION

FORMAT OF EVENT

First round tournaments are single-day, 18-hole events. In the event of inclement weather, play will resume at the point of interruption.

COURSE SPECIFICATIONS

The course must be set up for boys at no less than 6,200 yards and no greater than 6,800 yards.

The course must be set up for girls at no less than 5,000 yards and no greater than 5,700 yards.

Golf carts will be permitted for rules and tournament officials only.

Spectator carts shall be limited to only those with verified mobility impairments during competition days.

No personal coolers will be allowed on the course, including having coolers on golf carts that may be issued to handicapped spectators.

No pets will be allowed on the course.

APPROPRIATE DRESS

Participants and coaches MUST be appropriately dressed during the practice and tournament rounds per American Junior Golf Association guidelines.

COACHING ADVICE

Coaching advice may be given by individuals that meet Bylaw 25 KHSAA Coaching requirements.

No more than one coach may coach (give advice to) an individual player at any one time following the parameters within the KHSAA Hard Card.

- For Example: Full team of five enters the tournament and the program has three (3) coaches that meet Bylaw 25 requirements.
- Any one of those three may give advice, but a player can receive advice from only one at a time.
- Coaching advice may not hinder pace of play as determined by the officials.

CARRY/CART RULE

Each golfer shall carry his/her own clubs or pull a cart.

There are no coaches carts.

Only ADA carts and rules officials are permitted.

HARD CARD

Review the Local Rules and Conditions of Competition for KHSAA Events, also known as the Hard Card, which is included as a link at the end of these instructions.

Points of emphasis on the card include: the coaching advice rule, rules regarding distance measuring devices and the rules and restrictions regarding communication devices.

GOLF GENIUS SCORE REPORTING

Players are required to utilize the Golf Genius scoring application for posting hole-by-hole scores during the event.

One player will be designated to digitally post all players' scores in their pairing group.

In the event that hole-by-hole scores are not being posted on Golf Genius, the designated player will receive one warning,



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followed by one-stroke penalties for each additional infraction.

REQUIRED BALL

Option condition, as prescribed in Appendix I of the Hard Card, shall be in effect.

PLAYING RULES

USGA Rules, with possible KHSAA modifications, will govern the competition.

The Tournament Committee will determine the conditions under which play will be held and any modifications will be discussed at the rules meetings.

PACE OF PLAY

A pace of play video series and tee time/pace of play charts have been published on the KHSAA website and are included as links at end of these instructions.

Rules officials will assess penalties accordingly for failure to adhere to the guidelines.

COURSE ADMINISTRATORS

Administrators attending the championships are encouraged to assist in assuring that their fans and spectators adhere to the 30-yard rule.

Should an issue arise, contact a member of the KHSAA staff or member of the KGA rules staff.

BYLAW 22 REMINDER

REQUIREMENT TO ACCOMPANY TEAM MEMBERS

You are reminded that KHSAA Bylaw 22 requires a principal, coach or another approved individual of the school to be present along with any student-athlete who is representing a member school.

SPORTSMANSHIP

The KHSAA requires officials to enforce sportsmanship rules.

High school athletics emphasize positive values and all parties have worked hard to create a sense of teamwork, respect, responsibility and perspective. We encourage and appreciate your help in letting this competition reflect mutual respect among all participants and officials.

We remind you that officials expect good behavior and will quickly penalize misconduct.

No one outside of the team is to come onto the competition area. Fans are to stay in the stands before, during and after the event.

Please make announcements to this effect to the student body during the week before play.

In the event this occurs, a school will be fined or there will be a reduction in a team's expense reimbursement (if applicable).

Damage to the facility directly attributed to the fans of a particular school will result in a fine or a reduction to team reimbursement as well (if applicable).

HEALTH INFORMATION

VENUE SAFETY

Persons who attend sporting events may be injured as a result of the risks inherent in being a spectator.

The Tournament Manager, along with the host site, shall make every effort to ensure that the facility is safe for fans, participants, officials, and others who may attend the contest.

EMERGENCY ACTION PLAN

Each Tournament Manager is expected to have and maintain an emergency action plan for their tournament which shall be practiced and referred to prior to the event.

Before starting play, the Tournament Manager should identify themselves and establish a designated area where they can be



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reached in the event of an emergency.

HEAT INDEX PROGRAM

Please review the Heat Index Program posted on the KHSAA website and included as a link at the end of these instructions.

The manager should work in conjunction with the certified athletic trainer hired to work the event in monitoring the Heat Index and be aware of the policies.

LIGHTNING/THUNDER POLICY

The Tournament Manager, working with the certified athletic trainer and course staff, shall monitor and adhere to the KHSAA Board adopted policy in regard to lightning and thunder.

Play shall be suspended at the first sound of thunder or sight of lightning and shall be suspended a minimum of 30 minutes following any subsequent sound/sighting.

MEDICAL PROVISIONS

The host school is responsible for securing medical coverage for the event, including athletic trainers and alerting local ambulance service.

A physician and/or ambulance should be in place in the event of an emergency, as well as an emergency plan for the transportation of injured athletes.

This information should be communicated to all competing schools.

It is strongly recommended that the authorized medical coverage be staffed by individuals who can determine whether or not a suspected concussion has occurred per 160.445(3)(a) and the KHSAA Board of Control policies.

Any fees associated are to be approved by the KHSAA prior to the event.

It is strongly recommended that you provide a health care professional (on site) during the tournament to help with first response situations.

MEDIA AND INTELLECTUAL PROPERTY RIGHTS

GENERAL MEDIA RIGHTS

At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA, and as such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

The intellectual property, corporate, broadcasting and media rights to all postseason rounds belong exclusively to the KHSAA, including titling agreements and sponsorships.

Control of media access and location at all levels of postseason play is with the KHSAA.

At all levels of KHSAA sponsored postseason events, including district, regional, semi-state, quarterfinal and state competition, allowances shall be made for television media to record video of the contests, without play by play, at no charge as long as the sole purpose is for newscast highlights.

At all levels of KHSAA sponsored postseason events, including district, regional, semi-state, quarterfinal and state competition, allowances shall be made for other media outlets to be admitted to the contests as long as the sole purpose is for reporting of the actions taking place at the contest and promoting the event.

Participating teams in KHSAA events shall be allowed to record the contest, for coaching purposes only, if space is available with such availability at the discretion of the KHSAA and may be required to sign a waiver indicating that the KHSAA shall be held blameless for any and all liability to those parties involved in the video recording.

Any video recording must not violate existing, acknowledged, written copyright protection or intellectual property agreements and cannot be broadcast in any form, including internet and social media.

If space is deemed available, the KHSAA has the right to designate a specific area for video recording and no video recording will be allowed outside of that area.

The determination of space availability is solely with the KHSAA and shall be equitable for all teams.

A freelance/commercial photographer is any person, including a school employee, not representing an established media outlet or a person who will capture images from the event and re-sell them to anyone, including team members, the families or the



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general public.

MEDIA RIGHTS FEE

Freelance/commercial photographers as defined in these instructions and radio stations interested in originating a broadcast of a KHSAA State Championship event are subject to a media rights fee.

Information regarding the fee for each event is available through the online credentialing system.

TELECAST/WEBCAST INCLUDING NFHS NETWORK RESTRICTIONS

The KHSAA is a full member of the NFHS Network and as such, restrictions exist on all postseason levels.

A telecast, as used in these instructions, is a video, live or delayed account, including play by play, of any contest over the air.

A webcast, as used in these instructions, is a video, live or delayed account, including play by play, of any contest distributed using the internet.

The KHSAA is the only entity permitted to produce live or delayed video from state championship events including semi-state, quarterfinal and state rounds, and is the sole authority for approval of any other.

No entity, unless given prior approval by the KHSAA shall be permitted to produce video telecasts or broadcasts, with the exception of approved media outlets solely recording highlights for news use.

No entity, including media members, may stream live video content during postseason events including the use of social media products such as Facebook® Live.

The mandated minimum fee schedule will be published annually by the Commissioner's office on the KHSAA website.

For all postseason play, all questions regarding live or delayed broadcast or telecast policies, including requests for approval shall be referred to the Communications Director for approval by the Commissioner.

MUSIC COPYRIGHT

KHSAA schools are reminded to adhere to all music copyright laws.

FILMING

External power sources may not be used by patrons.

Spectators may film with a hand-held camera from the spectator area, but may not in any manner transmit live video through any resource, including personal social media accounts.

Violators are subject to removal.

EVENT MERCHANDISE

KHSAA State Championship apparel will be available for sale at the event and online post event, khsaa.teamip.com.

TeamIP is the exclusive vendor of championship apparel, please look for their display at the competition to purchase memorabilia.

No outside merchandise representative of the event may be produced by any other entity and sold or distributed at the championship venue.

POST EVENT

RESULTS

Live scoring using Golf Genius will be utilized as the unofficial results.

Official results for each round will be published on the KHSAA website following verification.

STATE TOURNAMENT QUALIFIERS

The top three teams, along with the top 15 individuals not from a qualifying team, will qualify for the Leachman Buick•GMC•Cadillac/KHSAA Boys'/Coed State Golf Tournament on Oct. 3-5 at the Bowling Green Country Club.

The top three teams, along with the top 15 individuals not from a qualifying team, will qualify for the Leachman



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Buick•GMC•Cadillac/KHSAA Girls' State Golf Tournament on Oct. 6-8 at the Bowling Green Country Club.

STATE ENTRY

Contestants qualifying for the Leachman Buick•GMC•Cadillac/KHSAA State Tournaments are entered into the event based upon first round state tournament entries/results. There is no entry form required.

STATE PAIRINGS

State tournament Final Round pairings will be published on Friday, Sept. 30. State pairings will be placed in groups of four based upon state first round scores.

TROPHIES AND AWARDS

The KHSAA will present the following awards.

- Team Awards
 - o First Place
 - o Second Place
- Individual Awards
 - o Medals for the low scoring 20 individuals will be presented.

FINANCES AND EXPENSES

There is no school travel reimbursement for this event as member schools are responsible for all expenses incurred for participation.

The KHSAA underwrites the expenses of first aid, officials and approved event workers.

IMPORTANT WEBSITE LINKS

- [KHSAA Golf Website](#)
- [Healthy at Sports, Stage 5 - Partnering for Progress, Guidance for Continued Practice and Competition During the Pandemic](#)
- [Competition Rules](#)
- [KHSAA Hard Card](#)
- [SI115 \(Media Credential Request Form\)](#)
- [SI103 \(School Media Credential Request Form\)](#)
- [GE04 \(Physical Exam Form\) - \(Spanish Version\)](#)
- [Pace of Play Video Series](#)
- [GoFan Ticket Training](#)
- [Heat Index Program](#)



THE KENTUCKY OFFICE OF HIGHWAY SAFETY TEAMING UP WITH THE KHSAA TO DRIVE HOME A LIFE-SAVING MESSAGE FOR ALL MOTORISTS –
BUCKLE UP AND PUT THE PHONE DOWN.

THESE BASIC SAFETY PRACTICES MAKE A CONSIDERABLE DIFFERENCE IN PREVENTING CRASHES AND LESSENING THE SEVERITY OF INJURIES AND THE NUMBER OF DEATHS ON OUR ROADWAYS. EACH YEAR IN KENTUCKY, DISTRACTED DRIVING RESULTS IN MORE THAN 50,000 CRASHES, MORE THAN 15,000 INJURIES AND APPROXIMATELY 200 DEATHS. **LEARN MORE AT KYHIGHWAYSAFETY.COM.**