



Michigan Amateur Hockey Association Policy & Guidelines

Billet Policy

Section: Youth

Revised: July 11, 2025

It is recognized that some youth and junior hockey players leave home to play hockey in a location away from their parents. Having Minor Athletes live outside their homes increases risk for abuse and misconduct to occur. “Billeting” means an arrangement where a Minor Athlete lives away from his/her parent(s) or legal guardian(s) in a private family residence arranged or coordinated by a Member Program and meeting the requirements described in this Policy. “Billet” refers to the host adult(s) and family with whom the athlete lives. 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.
- MAHA strongly recommends that where the player is billeted, the player’s parents shall sign and provide at a minimum a Delegation of Parental Powers (Guardianship is also acceptable) to the billet family adults to allow for them to make emergency medical and schooling decisions. (Example attached)
- 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.
- Owners, coaches, team/program management, (this includes paid/non-paid hockey directors, paid/non-paid skills coaches) board members 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. Players that are 18 years of age or older and living in a parent owned/rented condo/apartment/house, still need to be identified and the Member Program needs to show where they are from and where they are living. Again, the Member Program making those arrangements, needs to monitor them.
- 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. 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.
- When making arrangements for players who are or will turn 18 to stay with a host family, the Member Program must still follow the billet protocol of having families screened and trained. The only thing the Member Program would not need is the power of attorney or guardianship and the “Dual Relationship Exception to MAAP, Annual Consent Form” if the player is over 18.
- 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 Safe Sport Policies.



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- Adherence to the limitations on one-on-one interactions between an adult Billet and a Minor Athlete should be practiced whenever possible but may not always be practical in all situations in a billet household. For instance, such interactions may be unavoidable in “common” areas of the household such as living rooms, kitchens and dining rooms. However, there shall be no one-on-one interactions between the adult Billet and a Minor Athlete in any “private” areas of a billet home, including any bedroom, bathroom, or any other similar “private” area. The billet athlete’s parent/legal guardian must provide written consent annually prior to the Minor Athlete moving into the billet home that addresses any such one-on-one interactions. That written consent must be kept with the billet coordinator for the duration of the consent. (Example 1 Attached)
- The Member Program’s/team’s billeting policy shall include requirements that, annually and prior to the placement of the player in the billet home, the billeted player must take the course titled “SafeSport for Youth Athletes (Ages 13-17)” and that player’s parents/legal guardians must take the course titled “Parent’s Guide to Misconduct in Sports,” both offered free of charge by the Center. The billeted player is not required to take this training if the player is already required to take the Core SafeSport Training.
- The policy shall also require that the parent/guardian of the billeted player provide the required written consents for transportation by the adults in the host family. (Example 1 Attached)
- 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.
- The billet coordinator should schedule monthly calls with the billet parents and the billeted player’s parents/legal guardians and/or monthly visits to each billet home.

Prior to August 1st each season, each member program that will have billeted players for the Regular Season shall provide a complete package of all documentation for all billeted players to the USA Hockey Michigan Registrar and the MAHA Vice President of Youth:

1. Provide a copy of the Member Program Association or Club Billet Policy.
2. Name of the Billet Coordinator and contact information.
3. Provide copies of all billet agreements with players, parents and host families.
4. Provide USA Hockey volunteer registration confirmation numbers of all billet family members so Background Check and SafeSport requirements can be verified. (Billet family members are to be shown on the certified team roster as a “Volunteer – Billet”).
5. The Member Program must certify that the living arrangement for each player meets the billet policy guidelines.



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6. The Member Program needs to provide verification that the required SafeSport training has been completed by the hosts (“SafeSport for Youth Athletes (Ages 13-17)”) and that player’s parents/legal guardians have taken the course titled “Parent’s Guide to Misconduct in Sports,” by providing certificates of successful completion.
7. The Member Program needs to provide a copy of the completed one-one interactions form.
8. The Member Program needs to provide a copy of the consents for transportation.

Note: If any additional players are being billeted post August 1, requirements 3, 4, & 5 above must be met prior to the player being billeted and rostered on the team.

EXAMPLE 1

DELEGATION OF PARENTAL AUTHORITY PURSUANT TO MCL 700.5103

NAMES OF BILLET FAMILY
ADDRESS

Re: (NAME OF MINOR) (D/O/B)

Dear (BILLET FAMILY):

We are the legal parents of (NAME OF MINOR) and submit this power of attorney to you in connection with (MINOR'S) participation with the _____ team. We are excited for the two of you to serve as billet parents for (NAME OF MINOR) while our child is in Michigan for the program. To that end, we hereby delegate to each you, (NAME OF BILLET PARENTS), pursuant to MCL 700.5103, our powers regarding (MINOR'S) care and custody. This power of attorney is valid until _____ and vests in you all authority and responsibilities granted and imposed by Michigan law, including, but not limited to, the power to authorize medical/dental treatment when found necessary upon competent medical/dental advice, and to make educational and all other necessary arrangements for (MINOR'S) welfare in our absence while (MINOR) resides in your home. This delegation includes the power in general to take and authorize all acts with respect to our child's health and well-being, and to expend all amount in connection therewith the same as we could do. This delegation excludes the power consent to marriage or the adoption of the minor child.

By our signature below we each declare under the penalties of perjury that this power of attorney has been examined by each of us and that its contents are true to the best of our information, knowledge, and belief and that it is our express desire to delegate our parental authority to (NAME OF BILLET PARENTS). Photocopies and facsimile copies of this document are to be treated as originals.

Sincerely,

Parent of Minor
Phone: _____
Address: _____
Email: _____

Parent of Minor
Phone: _____
Address: _____
Email: _____

Subscribed and sworn to before me on
_____, in _____.

Subscribed and sworn to before me on
_____, in _____.

Notary Public State of _____,
County of _____. My commission
Expires: _____. Acting in
_____ County

Notary Public State of _____,
County of _____. My commission
Expires: _____. Acting in
_____ County

EXAMPLE 2

DUAL RELATIONSHIP EXCEPTION TO MAAPP ANNUAL CONSENT FORM

The USA Hockey Safe Sport Program Handbook adopts policies in conformance with policies of the U.S. Center for SafeSport, including the SafeSport Code for the U.S. Olympic and Paralympic Movement (“SafeSport Code”) and the Minor Athlete Abuse Prevention Policies (“MAAPP”). The USA Hockey Safe Sport Program, SafeSport Code and MAAPP require parental consent for certain activities between Adult Participants and Minor Athletes participating in USA Hockey programs. This consent form is to provide consent for an exception to the MAAPP policies for the Adult Participant and Minor Athlete that have a Dual Relationship, which is a relationship that exists outside of a sport relationship.

The undersigned is the parent/guardian of the Minor Athlete identified below, who is a member of [INSERT PROGRAM] and under the age of 18. This consent is provided pursuant to the USA Hockey Safe Sport Program and I acknowledge that the USA Hockey Safe Sport Program Handbook found at www.usahockey.com/safesportprogram contains policies that are intended to prevent abuse and risks of harm.

Please note that depending on the policy, consent can be required (i) in every instance, (ii) on an annual basis, or (iii) the parent/guardian can determine if the consent is provided every instance or annually. The following Annual Consent forms are listed below.

Additionally, consent can be withdrawn by a parent/guardian at any time.

1. Dual Relationship Consent
2. Dual Relationship - One-On-One Interactions
3. Dual Relationship – Transportation

Annual Consent for Dual Relationship

As the parent/guardian of the Minor Athlete identified below, I am advising [INSERT LOCAL PROGRAM]

that [INSERT MINOR ATHLETE NAME], a Minor Athlete under the age of 18, has a Dual Relationship with the following Adult Participant(s): [INSERT NAME OF BILLET HOSTS]. Dual Relationship details: the Minor Athlete is being billeted with the Adult Participants.

With my initials below, I consent to the Dual Relationship Exception for each area of the USA Hockey SafeSport Program, for the time period noted. I am aware that I can withdraw the consent at any time.

Initials: _____

Date: _____

Annual Dual Relationship Consent for One-on-One Interactions

I, as the parent/guardian of the Minor Athlete identified above, hereby authorize and consent that the above-named Adult Participant, can have In-Program one-on-one interactions where consent is **allowed** and not otherwise covered by this form with said Minor Athlete for one year from the date of this consent.

Initials: _____

Date: _____

Annual Dual Relationship Consent for Transportation

I, as the parent/guardian of the Minor Athlete identified above, hereby authorize and consent that the above-named Adult Participant, can travel one-on-one with said Minor Athlete to and from all In-Program activities related to for one year from the date of this consent.

Initials: _____

Date: _____

Annual Dual Relationship Consent for Lodging – Not a Shared Room

I, as the parent/guardian of the Minor Athlete identified above, hereby authorize and consent that the above-named Adult Participant, can share a lodging arrangement with said Minor Athlete for all In-Program lodging related to for one year from the date of this consent. I understand that said Adult Participant will **NOT** share a hotel room or otherwise sleep in the same room with said Minor Athlete and all interactions will be observable and interruptible unless additional consent for In-Program one-on-one interactions is also provided.

Initials: _____

Date: _____

Electronic Signature

The following must be completed to make the above initials valid. I [INSERT PARENT NAME], as parent/guardian of [INSERT MINOR ATHLETE NAME], who is under the age of 18, have read the USA Hockey Safe Sport Program Handbook and acknowledge that the above written permission is valid for the dates identified above. If I am signing and submitting this consent electronically, I acknowledge that my electronic signature shall have the same validity, force, and effect as if I signed this consent by hand.

Parent/Legal Guardian Printed Name: [INSERT PARENT NAME]

Parent/Legal Guardian Signature: [INSERT ELECTRONIC SIGNATURE]

Date: _____

ATTACHMENT 1

SAFE SPORT TRAINING REQUIREMENTS

Billet Host Family Members Over the Age of 18

REGISTER WITH USA HOCKEY AND TAKE THE TRAINING THROUGH THE USA HOCKEY WEBSITE.
SUCCESSFUL COMPLETION OF THE CLASS WILL SHOW UP IN THE USA HOCKEY PORTAL TO THE ASSOCIATION REGISTRAR.

CORE COURSE

The SafeSport® Trained Core gives a comprehensive overview of facts, principles and strategies to help you provide safe and positive sport environments. You'll learn to prevent, recognize, and respond to emotional, physical, and sexual abuse and misconduct in sport. This foundational course brings concepts home with realistic, thought provoking scenarios to help you test your knowledge and apply learnings to real life.

REFRESHER COURSES

To supplement and illuminate key Core concepts, we offer two Refresher courses ranging from 20 to 30 minutes that efficiently summarize key learnings from the SafeSport® Trained Core course and go deeper on a specialized topic. Refresher courses can only be taken after completion of the SafeSport Trained Core Course. Each Refresher includes a pre- and post-test to reinforce and assess your knowledge. Our Refresher courses should be taken in sequence.

Parents of the Minor Athlete

Player's parents/legal guardians must take the course titled "Parent's Guide to Misconduct in Sports,"

Link to training: <https://uscenterforsafesport.org/courses/>
<https://uscenterforsafesport.myabsorb.com/#/public-dashboard>

Create a LOGIN (upper right); Click on the course; Select ENROLL; Take the class; Print a certificate of completion

PARENT'S GUIDE TO MISCONDUCT IN SPORT 30 MINUTES

Designed for parents of youth athletes at any age, this free course educates parents on recognizing, responding to, and preventing abuse and misconduct in their child's sport setting. Featured are voices and perspectives of experts and advocates, with sound guidance on fostering positive and safe sport experiences for children both on field and at home. Parents will come away equipped with information and tactics to minimize risks of harm to their children.

Minor Athlete

The billeted player must take the course titled "SafeSport for Youth Athletes (Ages 13-17)"

Link to training: <https://uscenterforsafesport.org/courses/>
<https://uscenterforsafesport.myabsorb.com/#/public-dashboard>

Create a LOGIN (upper right); Click on the course; Select ENROLL; Take the class; Print a certificate of completion

Or

Core Training or Refresher if the player is 18

REGISTER WITH USA HOCKEY AND TAKE THE TRAINING THROUGH THE USA HOCKEY WEBSITE.
SUCCESSFUL COMPLETION OF THE CLASS WILL SHOW UP IN THE USA HOCKEY PORTAL TO THE ASSOCIATION REGISTRAR.

SAFESPORT® FOR YOUTH ATHLETES (AGES 13-17) 15 MINUTES This course focuses on bullying and hazing prevention, supporting friends who have experienced sexual abuse or misconduct, and resources for reporting. Requires parental consent for registration.