



Australian Football National Risk Protection Programme

2010 Club Registration Procedures

www.jltsport.com.au/afl

To confirm your club's protection offered by the National Risk Protection Programme ("The Programme"), please complete the steps below:

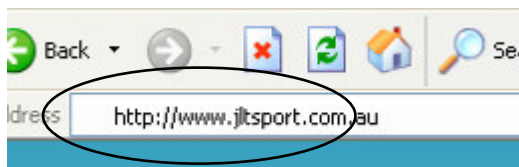
STEP 1: REGISTER YOUR CLUB

All clubs are required to re-register annually for the new policy period of the Programme.

Club and team details must be recorded on the JLT Sport web site.

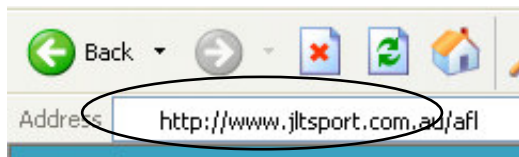
Please use the following instructions as a guide when registering your club:

1. Type www.jltsport.com.au in your Internet Explorer address field and press ENTER, then select the AFL link under "JLT Sport Programmes"

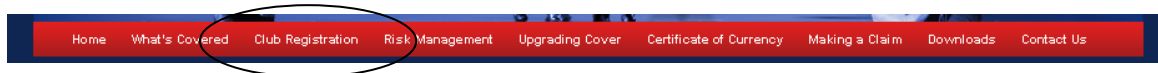


OR

Type www.jltsport.com.au/afl in your Internet Explorer address field and press ENTER, this will take you directly to the Programme's web site.



2. Select "Club Registration" from the Menu Options along the top of your screen.



- Type your club name, or part of your club name, into the "Club" field below. Click "Search"; or
Select the State and Association that your club is affiliated with from the drop down menus. Click "Search".
Please note – VCFL clubs need to select 'Victorian Country Football League'

Club Search

Please select from one or more of the following search criteria to locate your club.

State:

League:

Club:

- Find your Club from the list that appears. Click "Please Register".

Club Search

Please select from one or more of the following search criteria to locate your club.

State:

League:

Club:

Club Name	League	State	Registration Status	Risk Management	Certificate of Currency
Diggers Rest Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Kilmore Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Lancefield Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Macedon Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Melton Central Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Riddell Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Rookbank Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Romsey Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Sunbury Kangaroos Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		
Woodend/Hesket Football Club	Riddell District Football League	VIC	<input type="button" value="Please Register"/>		

- If your club has already completed Registration, it will say 'Registered'. For privacy reasons, you cannot view this information. If you have a query regarding your clubs details or you need to update any information please contact JLT Sport directly on 1300 130 373.

Club Search

Please select from one or more of the following search criteria to locate your club.

State:

League:

Club:

Club Name	League	State	Registration Status	Risk Management	Certificate of Currency
Ainslie Football Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Repeat"/>	<input type="button" value="Download"/>
Australian National University Football Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Repeat"/>	<input type="button" value="Download"/>
Belconnen Magpies Football Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Repeat"/>	<input type="button" value="Download"/>
CL Test Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Repeat"/>	<input type="button" value="Download"/>
Eastlake Football Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Repeat"/>	<input type="button" value="Download"/>
My Club PFS	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Repeat"/>	<input type="button" value="Download"/>
Riverina Lions Football Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Please Complete"/>	
Tuggeranong Hawks Football Club	ACT Womens Australian Football League	ACT	<input type="button" value="Registered"/>	<input type="button" value="Please Complete"/>	

Clubs who have already completed Registration will also have the option to 'Repeat' the Risk Management Training or 'Download' the club's Certificate of Currency.

These options will only appear if you have already registered your club for Season 2010.

- When you have reached the main registration page, you will be required to enter information into each field. Please note, all fields marked with an asterisk (*) are mandatory fields and must be completed. When all fields are completed click "Proceed to Risk Management".

Title:

First Name(s):

Surname:

Office Held:

Please supply at least ONE contact phone number and email address below.

Home Phone:

Work Phone:

Mobile:

Fax:

Email:

Clubs who provide an email address will receive a registration confirmation email upon completion.

I have read and understood the Jardine Lloyd Thompson (JLT) Privacy Policy and acknowledge that JLT collect and hold personal information that is necessary for them to attend to my insurance, risk management and related needs. I acknowledge that JLT Sport may supply the above information to the AFL and that the AFL may contact the football club via these details. A copy of the AFL Privacy Policy can be obtained by contacting 03 9643 1999.

☐ Yes ☐ No *

Team Information

State:

League:

Please enter the number of teams per division. If no teams, please enter 0.

Senior Teams (current estimate):

Reserve Teams (current estimate):

Junior Teams (current estimate):

STEP 2: RISK MANAGEMENT TRAINING MODULE

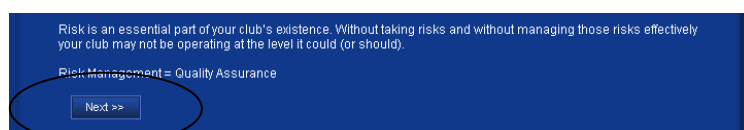
In order to complete your club's registration for The Programme, you must complete the compulsory Risk Management Training Module.

Please use the following instructions as a guide to complete the Risk Management Training Module:

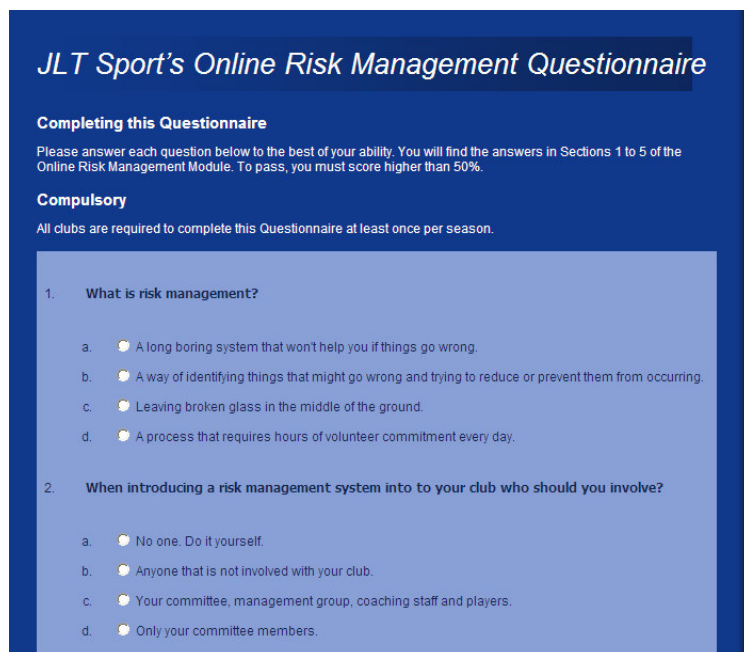
1. Read through the Risk Management Training Module information carefully. The information is separated into 5 different categories.



2. Please proceed through each section of the training module by clicking "Next" at the end of each section.



3. At the end of the Risk Management Information you will be asked to complete the compulsory Risk Management Questionnaire. The questionnaire is made up of 10 multiple choice questions.



4. When you have completed the Risk Management Questionnaire please continue to the results page by clicking "Proceed".

a. ☐ Physiotherapy costs.

b. ☐ Private hospital accommodation costs.

c. ☐ Ambulance costs.

d. ☐ Medicare items and the Medicare Gap.

Proceed

5. The results page will confirm your results. If you scored less than 50% you will be required to re-submit the Questionnaire.

JLT Sport's Online Risk Management Questionnaire

You scored 1 out of 10.

Unfortunately you have not scored high enough. Please return to the Online Risk Management Questionnaire and try again.

Retry

6. If you scored more than 50%, CONGRATULATIONS you have successfully completed your club's registration for Season 2010.

JLT Sport's Online Risk Management Questionnaire

You scored 10 out of 10.

Congratulations! You have passed. Please review your answers below and proceed to the confirmation screen.

1. What is risk management?

You answered **correctly** by answering b) A way of identifying things that might go wrong and trying to reduce or prevent them from occurring. Risk is an essential part of your club's existence. Without taking risks and managing risks, your club may not be living up to its potential.

2. When introducing a risk management system into to your club who should you involve?

You answered **correctly** by answering c) Your committee, management group, coaching staff and players. Checking for risks before you start any club activity is an important part of the risk management process.

Continue to Certificate of Currency

7. You will now be able to access your club's 2009/2010 Certificate of Currency by clicking "Continue to Certificate of Currency".

You answered **correctly** by answering d) Medical costs associated with Medicare (including the Medicare gap).

The Health Insurance Act (Cth) 1973 does not permit the trustee or the insurer to reimburse you for costs associate with Medicare. This includes the Medicare Gap. Only Non-Medicare costs can be reimbursed for personal accident claims.

Continue to Certificate of Currency

NOTE - MAKING PAYMENTS

Please check with your local Association/League about their preferred payment method within your State.

Please do not send cheques to JLT Sport (with the exception of any upgraded cover).

For further assistance or general enquiries regarding the Australian Football National Risk Protection Programme please contact JLT Sport on 1300 130 373.