



COACHING GUIDELINES 2017-2018

What a Coach Needs to Coach a Team

- All COACHES must register with USA HOCKEY as a coach.
- **AGE-SPECIFIC MODULES must be completed before a coach can be placed on a team roster.** A coach must complete an AGE-SPECIFIC MODULE for each age group they are coaching. Once a coach completes a specific age groups module they do not have to take the module over again.
- The DEADLINE to comply with the Coaching Education Program (CEP) Guidelines is DECEMBER 31, 2017 (**EXEMPTION:** The deadline for all **SPLIT SEASON** teams is **October 31, 2017**. Split Season teams are teams that schedule no games during the HS/Prep season. To be considered a full season team there must be regular games from November - March).
- Coaches can only take ONE clinic in a given year. If a coach has an expired certification they DO NOT have to start from the beginning. They can attend the next LEVEL (e.g. A coach has an expired LEVEL 1 certification. They can take a LEVEL 2 clinic.)
- New Coaches to the Coaching Education Program (CEP) must attend and complete a LEVEL 1 clinic. This LEVEL 1 certification will expire on December 31, 2018.
- A coach that has a LEVEL 1 certification that expires December 31, 2017 must attend and complete a LEVEL 2 clinic. This LEVEL 2 certification will expire on December 31, 2018. **EXEMPTION:** If a coach is only coaching an **6U/8U team** they may remain at Level 1 until they move up to an older team. A similar coach can remain at their current level of certification (Level 2 or Level 3) even if it has expired. It is the coach's Association that is responsible for monitoring this exemption.
- A coach that has a LEVEL 2 certification that expires December 31, 2017 must attend and complete a LEVEL 3 clinic. This LEVEL 3 certification is good for two years and will expire on December 31, 2019.

- A coach that has a LEVEL 3 certification that expires December 31, 2017 has two options:
 - Do the on-line recertification Track 1. This would be good for two years and expires on December 31, 2019.
 - Attend and complete a LEVEL 4 clinic.
 - A coach with a LEVEL 4 certification does not need to attend another clinic but their coaching education should continue.
- A coach that has a LEVEL 3 on-line recertification Track 1 that expires December 31, 2017 has two options:
 - Do the on-line recertification Track 2. This would be good for two years and expires on December 31, 2019.
 - Attend and complete a LEVEL 4 clinic.
 - A coach with a LEVEL 4 certification does not need to attend another clinic but their coaching education should continue.
- **NOTE:** Coaches should get started with their Level 3 On-Line Recertification early (at least, the beginning of December) in case there any complications.
- If a coach has recertified twice (Track 1 and Track 2) at LEVEL 3 they must attend and complete a LEVEL 4 clinic. A coach with a LEVEL 4 certification does not have to attend another clinic but their coaching education should continue.
- A coach that has a LEVEL 4 certification can obtain a Master Level if they attend a LEVEL 5 clinic when available.
- **IMPORTANT EXEMPTION:** If a coach is coaching a Tier 1 (14U/15/16U/18U) or Tier 2 (16U/18U) team and currently has a LEVEL 3 certification they must attend and complete a LEVEL 4 clinic in their 4th year in the CEP. **NOTE:** A Tier 2 14U coach DOES NOT need to have a LEVEL 4 certification in their 4th year in the CEP. They can follow the guidelines outlined above.
- **NOTE:** All coaches, HEAD and ASSISTANTS (anyone helping to coach the team on the bench or in practice), must be properly certified and complete the age-specific module as outlined above.
- **NOTE:** All coaches, HEAD and ASSISTANTS must complete the SafeSport Certification. SafeSport should be renewed every other year.