Membership Requirement Checklist For Coach Members

Please send all completion certificates to: laurie@pacswim.org

☐ **Membership Application** - Complete and mail a non-athlete membership application to the address printed on the application form.

☐ **CPR/AED Certification** - Obtain USA Swimming-approved adult & pediatric CPR/AED certification (must maintain a current certification at all times) – see list of approved courses at www.usaswimming.org/coachmember.

☐ **Safety Training for Swim Coaches** – Must complete Safety Training for Swim Coaches In-Water and Safety Training for Swim Coaches Online – see list of approved courses at www.usaswimming.org/coachmember.

☐ **USA Swimming Criminal Background Check** - (www.usaswimming.org/background-checks)
Anyone who has lived in New York State may have to pay more and the process may be delayed due to NY requirements.

☐ **Athlete Protection Training (APT) Course** (www.usaswimming.org/apt) - Current and previous members can access the course at any time. This course is offered at no charge. New members cannot begin the course until their membership applications have been processed. Once the membership application has been processed, the coach will receive an email confirmation and at that time the APT log-in procedure can begin. (An error message will appear during the log in if the new member's application hasn't been processed yet. New members need to wait for the email confirmation from their LSCs.)

☐ **Foundations of Coaching** – First year coaches must complete **Foundations of Coaching 101** Course ($15). Prior to 2nd year of registration, coaches must complete **Foundations of Coaching 201** ($25) and **Rules & Regulations for Coaches** (no fee). (www.usaswimming.org/coachmember.)

☐ **Concussion Training** - Complete and submit Concussion Training (CDC Concussion Course, NFHS Concussion Course)

Coaches should enclose a copy of the CPR/AED, Safety Training for Swim Coaches and the Concussion Training certifications with their applications and payments to their LSCs. The LSC will be notified automatically when a coach has passed the background check, online athlete protection training, and the Foundations of Coaching exams

Deck Pass – A coach can sign up for a Deck Pass account at www.usaswimming.org to be able to verify membership status, check the expiration dates of all of coach membership requirements and print a Coach Membership Card. Deck Pass also serves as an electronic membership card at meets.