



Membership Requirement Checklist For Coach Members

- 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** – Go to www.usaswimming.org/coachmember for the list of acceptable options. (Must maintain a current certification at all times).
- Criminal Background Check** - (www.usaswimming.org/backgroundcheck)
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/protect) - 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. Prior to 2nd year of registration, coaches must complete **Foundations of Coaching 201** and **Rules & Regulations for Coaches**. (www.usaswimming.org/coachmember.)

Coaches should enclose a copy of the CPR/AED and Safety Training for Swim Coaches certifications with their applications and payments. Pacific Swimming will be notified automatically when a coach has passed the background check, online athlete protection training, and the Foundations of Coaching exams. Once all membership requirements have been met, Pacific Swimming will mail the coach membership card to the coach.

Questions regarding the Foundations of Coaching courses: clubdevelopment@usaswimming.org
Questions regarding the background check: backgroundcheck@usaswimming.org

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