



MEMBERSHIP REQUIREMENT CHECKLIST FOR NON-ATHLETE MEMBERS

Non-athletes should complete and mail a non-athlete membership application to the address printed on the application form. Memberships are processed by Midwestern Swimming, Inc. (MW), which is your Local Swimming Committee (LSC). Application forms can be found on the MW registration website.

COACHES

- A current USA Swimming approved CPR certification must be maintained at all times – see list of approved courses.
- A current Safety Training for Swim Coaches (STSC) must be maintained at all times. STSC consists of two components: (A) an online course and test, and (B) an in-water skills session. The online component must be passed before taking the in-water skills component. Go directly to <http://www.redcross.org/take-a-class>. Options exist for completing the in-water skills session. Visit <https://www.usaswimming.org/utility/landing-pages/coach-membership-checklist> for details.
- Level 2 Criminal Background Check (BGC) (<http://www.usaswimming.org/backgroundcheck>)
All non-athlete members of USA Swimming must satisfactorily complete a Level 2 background check every 24 months. New members cannot initiate the course until their membership application has been processed by MW, so it is recommended that new members wait until their membership application has been processed.
- Athlete Protection Training course (APT) (<http://www.usaswimming.org/apt>)
Coaches are required to take this training every 12 months. New non-athlete members must register through MW before getting access to this online course, which takes approximately 45 minutes to complete and is offered at no charge. New members cannot initiate the course until their membership application has been processed by MW, so it is recommended that new members wait until their membership application has been processed. Once the membership application has been processed, the log in procedure can be completed. An error message will appear during the log in if the new member's application has not yet been processed.
- Foundations of Coaching (FOC) - (www.usaswimming.org/FOC)
Prior to becoming a USA Swimming member coach for the first time, a coach is required to successfully complete the online course, Foundations of Coaching 101. Before registering to be a coach member the second year, the coach must successfully complete the two-part Foundations of Coaching 201 course.
 - » *Foundations 101 - \$15.00 fee / Must be completed prior to becoming a coach member*
 - » *Foundations 201 - \$25.00 fee / Must be completed prior to second year of registration*
 - » *Rules & Regulations - no fee / Must be completed prior to second year of registration*
- Concussion Protocol Training (CPT) – *Coaches must successfully complete concussion and head injury education at least once. Individual states may require annual or continuing education and coaches must abide by the requirements of their home state or states in which they coach. Submit your proof of training to the MW registration chair in order for it to show on your deck pass.*

Here are the links to popular courses –

CDC Course (<https://www.cdc.gov/headsup/youthsports/training/index.html>)

NFHS Course (<https://nfhslearn.com/courses/61129/concussion-in-sports>)

- ❑ Coaches Advantage Tutorial (CAT) - <https://www.usaswimming.org/learn>
All coaches must complete the online USADA Coach's Advantage Tutorial annually. The course takes approximately 20 minutes to complete and is offered at no charge.

Coaches should enclose a copy of the CPR, CPT, STSC certifications with their application and payment. MW will be notified automatically when you have successfully completed the BGC, APT, CAT and FOC. CPR, CPT and STSC certificates must be sent to the MW registration chair.

OFFICIALS

- ❑ Level 2 Criminal Background Check (BGC) (<http://www.usaswimming.org/backgroundcheck>)
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- ❑ Athlete Protection Training course (APT) (<http://www.usaswimming.org/apt>)
Officials are required to take this training every 12 months. New non-athlete members must register through MW before getting access to this online course, which takes approximately 45 minutes to complete and is offered at no charge. New members cannot initiate the course until their membership application has been processed by MW, so it is recommended that new members wait until their membership application has been processed. Once the membership application has been processed, the log in procedure can be completed. An error message will appear during the log in if the new member's application has not yet been processed.
- ❑ Concussion Protocol Training (CPT) – Officials must successfully complete concussion and head injury education at least once. Individual states may require annual or continuing education and officials must abide by the requirements of their home state or states in which they officiate. Submit your proof of training to the MW registration chair in order for it to show on your deck pass.

Here are the links to popular courses –

CDC Course (<https://www.cdc.gov/headsup/youthsports/training/index.html>)

NFHS Course (<https://nfhslearn.com/courses/61129/concussion-in-sports>)

MW will be notified automatically when you have successfully completed the BGC and APT. CPT certificates must be sent to the MW registration chair.

VOLUNTEERS/TEAM OWNERS/COMMITTEE & BOARD MEMBERS/OTHERS

- ❑ Level 2 Criminal Background Check (<http://www.usaswimming.org/backgroundcheck>)
All non-athlete members of USA Swimming must satisfactorily complete a Level 2 background check every 24 months. New members cannot initiate the BGC until their membership application has been processed by MW, so new members must wait until their membership application has been processed before initiating their BGC.
- ❑ Athlete Protection Training course (APT) (<http://www.usaswimming.org/apt>)
Non-athlete members are required to take this training every 12 months. New non-athlete members must register through MW before getting access to this online course, which takes approximately 45 minutes to complete and is offered at no charge. New members cannot initiate

the course until their membership application has been processed by MW, so it is recommended that new members wait until their membership application has been processed. Once the membership application has been processed, the log in procedure can be completed. An error message will appear during the log in if the new member's application has not yet been processed.

MW will be notified automatically when you have successfully completed the BGC and APT.

If you have any questions about these various requirements, please contact:

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