



2023 Coach Membership Requirement Checklist

Find the list of approved safety course options on the USA Swimming Website under Coach Safety Requirements. Check this list prior to taking a course to be sure it can be accepted.

Coaches must maintain current certification at all times.

- Non-Athlete Coach Membership** – Beginning 9/1/2022, all USA Swimming Registrations are processed using Online Member Registration. Each team has a unique link which allows members to register for their team. [Contact your Team Administrator/Registrar to obtain your team's special link.](#) 2023 memberships are valid until 12/31/2023 or until your earliest certification expires.
 - CPR/AED Certification** – Obtain USA Swimming-approved CPR/AED certification. Valid for 2 years. Send a copy of your completion Certificate to certifications@swimohio.com
 - Safety Training for Swim Coaches** – See the list of acceptable options for Safety Training on the USA Swimming Website. Valid 2 years. Send both certificates to certifications@swimohio.com
 - STSC In-Water Certificate (Lifeguard Certificate, ARC course or In-Water skills checklist) **and**
 - STSC Online Certificate (take course on the ARC Website - \$25)
 - Criminal Background Check** – *Not Required for Junior Coach Members.*

Log into your account and go to EDUCATION/Course Catalog to complete the background check. You will need to select one of two options: ✓ New Member Background Check ✓ Renewal Background Check
New members will pay \$36; Renewal screens are \$18. If you do not renew your background check within 30 days of its expiration, you will need to complete the new member background check. Screen results should be received within 3-5 business days. This must be renewed every 24 months. Completion will automatically match to your SWIMS record.
 - Athlete Protection Training (APT) Course** – To complete this course, log into your account and go to EDUCATION/Course Catalog to complete Athlete Protection. You must “finish” by completing the quiz and evaluation at the end. APT must be renewed every 12 months. Results take 24 hours to match to your member record.
 - USADA Coach's Advantage Tutorial (CAT)** – To complete this course, log into your account and go to EDUCATION/Course Catalog and select Coach Advantage Tutorial. This tutorial follows the same parameters and timelines as APT and must be renewed every 12 months. Results will automatically link to your member record.
 - NEW: Coach Education Program (Replaces FOC 101 & 201)**
 - **Existing Coaches (have completed FOC 101 & 201 prior to 9/1/22):**
 - Must Complete **Quality Coaching Framework (QCF)** **prior to 12/31/2022** [Free/40 minutes]
 - **New Coach Members (have NOT completed FOC 101 & 201 prior to 9/1/2022):**

Prior to being on deck/certified as a coach member:

 - Must complete **Welcome to USA Swimming** [Free/20 minutes] **and**
 - Quality Coaching Framework (QCF)** [Free/40 minutes]
Prior to the 2nd year of coach membership:
 - Core Certification** [\$50] – consists of 5 modules 45 min-1 hr each. One distributed every 10 weeks over the course of a year. **and**
 - Rules & Regulations for Coaches** [free]. Log into your account. Go to EDUCATION/Course catalog. This will link automatically to your member record.
 - Concussion Training (CPT):** All Coaches must complete a Concussion Training course every three (3) years. This is required by USA Swimming and also by the State of Ohio. CPT will show on all reports and in the USA Swimming App. Send certificates to certifications@swimohio.com. Link to the training is located under Safe Sport>Concussion on the Ohio Swimming website or in your Course Catalog under the Education tab in your USA Swimming account.
 - USA Swimming App** – Download the USA Swimming app for your phone or mobile device. You will use the SAME login for the USA Swimming app as you do to log into your account on the USA Swimming website. The USA Swimming app can be used to verify membership status and check the expiration dates of all their coach membership requirements. USA Swimming app also serves as an electronic membership card at meets.
- Note:** CPR, Online/In-Water Safety Training and Concussion Training completion certificates MUST be sent to certifications@swimohio.com. Other trainings should link to your member record automatically.