

## COACHING GUIDELINES 2019-2020

- 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, 2019 (**EXCEPTION:** The deadline for all **SPLIT SEASON** teams is **October 31, 2019**. 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. In addition, any team which is national tournament bound (Tier 1, Tier 2) and has their qualifying state tournament, regional tournament, or qualifying event prior to December 31, must have their CEP requirements completed prior to these events.)
- 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, 2020.
- A coach that has a LEVEL 1 certification that expires December 31, 2019 must attend and complete a LEVEL 2 clinic. This LEVEL 2 certification will expire on December 31, 2020. **EXCEPTION:** 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 exception.
- A coach that has a LEVEL 2 certification that expires December 31, 2019 must attend and complete a LEVEL 3 clinic. This LEVEL 3 certification is good for two years and will expire on December 31, 2021.
- A coach that has a LEVEL 3 certification that expires December 31, 2019 has two options:
  - Do the on-line recertification Track 1. This would be good for two years and expires on December 31, 2021.
  - 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, 2019 has two options:
  - Do the on-line recertification Track 2. This would be good for two years and expires on December 31, 2021.
  - 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 are any complications. Any on-line Level 3 recertification completed after the December 31 deadline will not count for the current season but will be effective for the following season.
- 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 EXCEPTION:** If a coach is coaching a Tier 1 (14U, 15, 16U or 18U/19U) or Tier 2 (16U or 18U/19U) 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 and have a Background Check. SafeSport should be renewed every year.
- **NOTE:** Any new coach to USA Hockey who is coaching a 6U/8U Learn to Skate Programs can try “Coaching for Free”. A coach that is trying “Coaching for Free” is exempt from attending the Level 1 Clinic but needs all other coaching requirements mentioned above. This is only an option for a coach in their very 1<sup>st</sup> year as a coach and is only good for that season. Coaches should declare their intent to utilize this option at the start of the season to their program Registrar.