



## COACHING GUIDELINES 2023-2024

### What a Coach Needs to Coach a Team

- 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. There are three AGE-SPECIFIC MODULES (8U, 10U/12U, 13+). A coach must complete an AGE-SPECIFIC MODULE for each age group they are coaching under the new system. Once a coach completes a specific age group 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, 2023 (**EXCEPTION**: The deadline for all **SPLIT SEASON** teams is **October 31, 2022**. 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 which is good for one year. This LEVEL 1 certification will expire on December 31, 2024.
- A coach that has a LEVEL 1 certification that expires December 31, 2023 must attend and complete a LEVEL 2 clinic which is good for one year. This LEVEL 2 certification will expire on December 31, 2024. **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, Level 3 or Level 4) 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, 2023 must attend and complete a LEVEL 3 clinic which is good for one year. This LEVEL 3 certification will expire on December 31, 2024.
- A coach that has a LEVEL 3 certification that expires December 31, 2023 must attend and complete a Level 4 Clinic. This Level 4 will be good for three years and expire on December 31, 2026. During these three years a coach must complete Five Continuing Education Credit Hours (CECH).

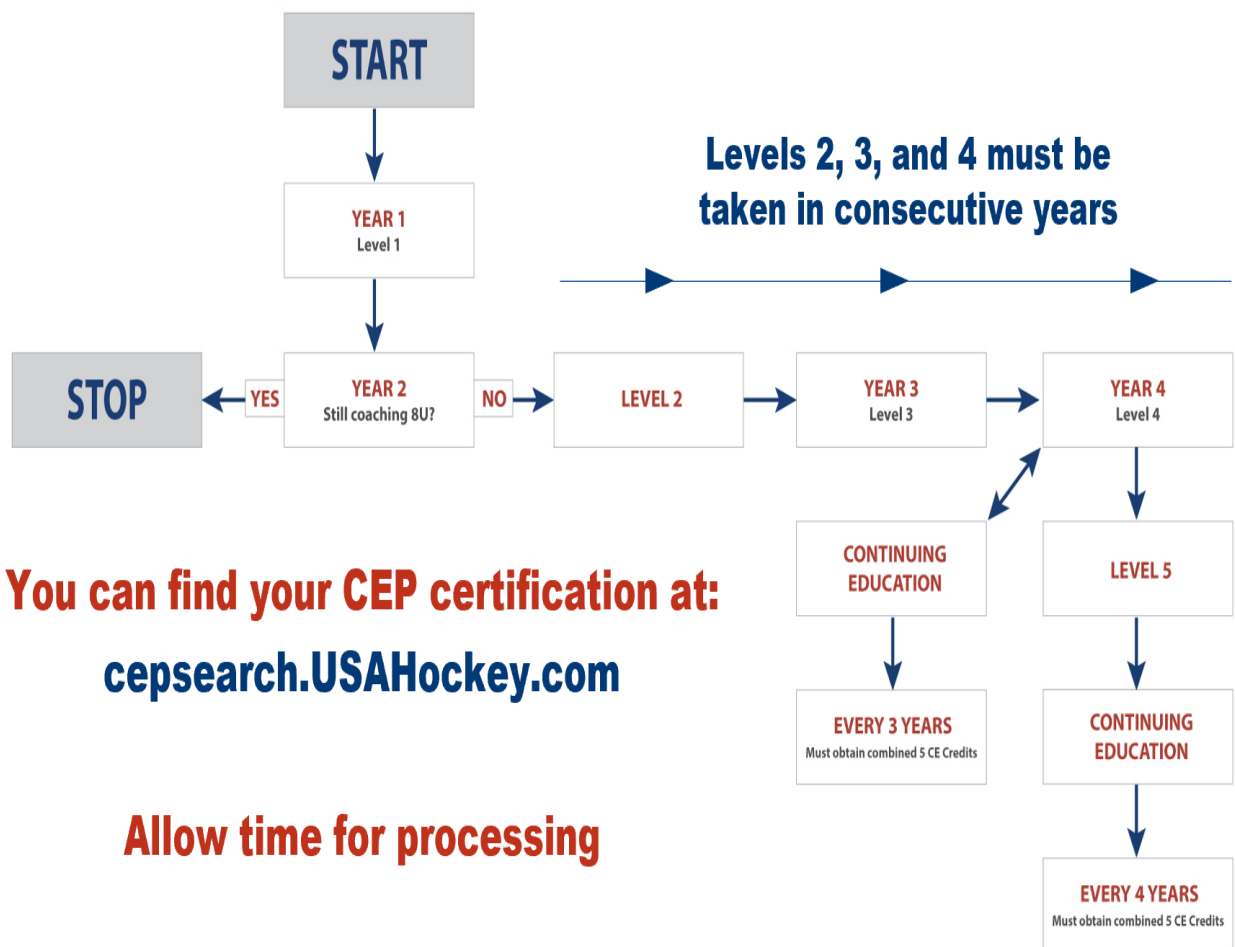
- These CECH might consist of High-Performance Workshops, On-Line Units, Level 5 Symposium, etc.
- **NOTE:** If a coach attends a Level 5 Symposium, they will have 4 years to complete five CECH.
- A coach that has a Level 4 certification must complete Five CECH before December 31, 2025. Moving forward a coach will have to obtain Five CECH every three years.
  - Grandfather Clause: Coaches who received a Level 4 certification or a Level 5 certification **prior to January 1, 2021** would fall under the old guidelines and not have to take another clinic but are encouraged to continue to seek educational opportunities to enhance coaching experience.
    - **IMPORTANT EXCEPTION:** If a coach is coaching Tier I or Tier II teams they will be required to do continuing education outlined above (Five Continuing Education Credit Hours every three years)
- **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** ever year!
  - A coach will start with the SafeSport Core Training which is good for one year. The coach will then take the SafeSport Refresher Training 1 which is good for one year. Then the coach will have to take the SafeSport Refresher Training 2 which is good for one year. Then the coach will have to take the SafeSport Refresher Training 3 which is good for one year. At the end of that year the coach will have to take the SafeSport Core Training again and repeat the process.
- **NOTE:** All coaches, HEAD and ASSISTANTS must complete a **Background Check** every two years.
- **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.



## Brief Summary of the Clinic Progression

**NOTE: In addition to the clinics a coach must ...**

- Complete **SafeSport** every year and have a **Background Check** every two years.
- A coach can only attend one clinic per year
- **Age Specific Modules** (8U, 10U/12U, 13+) must be completed before a coach can be placed on a roster. A coach must complete a module for each age group they are coaching and once completed a coach does not need to take again.
- **Deadline** to be current is **December 31** or **October 31 for Split Season teams**.



**You can find your CEP certification at:**

**[cepsearch.USAHockey.com](http://cepsearch.USAHockey.com)**

**Allow time for processing**