

# PAHL TEAM MANAGER UPDATE

2223.003



## COACH/VOLUNTEER COMPLIANCE

Steps to become a USAH sanctioned coach or volunteer.



**Coaches** must complete Steps 1-5 and the PA Act 15 clearances.

**Managers, locker room volunteers, other volunteers, and board members,** must complete Steps 1-3 and the PA Act 15 clearances.

**Parents** are also encouraged to register and complete the SafeSport module.

### STEP 1 – completion required before team rostering/participation

<b>IMR or Individual Membership Registration with USA Hockey</b>
This registration is processed online at a cost of \$51.00 for on-ice/bench coaches, and free to non-ice volunteers and parents.
<a href="https://membership.usahockey.com/">https://membership.usahockey.com/</a>

### STEP 2 – completion required before team rostering/participation

<b>USAH National Screening (Act 33/34 Clearances)</b>
Screening must be processed through the USAH vendor online, cost \$30.00, regardless of other clearances that the adult may possess. Requires PA clearance documents (3) to be uploaded in order for screening to process and complete. <b>2 year renewal – any dated prior to 4/1/21 are expired.</b>
<a href="https://www.usahockey.com/backgroundscreen">https://www.usahockey.com/backgroundscreen</a>

### STEP 3 – completion required before team rostering/participation

<b>SafeSport Module</b>
The SafeSport module is free and is completed online. The core training module and refresher courses are available, depending on whether you are new or returning. <b>Any dated prior to 4/1/22 are expired. This is an annually required training.</b>
<a href="https://www.usahockey.com/safesporttraining">https://www.usahockey.com/safesporttraining</a>

### STEP 4 – completion required before team rostering/participation

<b>ASM or Age Specific Module</b> with instruction specific to the age division being coached
Coaches must complete the ASM for the age division being coached. (only required one time per div)
<a href="https://www.usahockey.com/agespecificmodules">https://www.usahockey.com/agespecificmodules</a>

### STEP 5 – completion required by December 31 deadline

<b>CEP or Coaching Education Program</b> Clinics instructed by USAH personnel
Clinics are scheduled virtually and at various locations. Coaches start with Level 1 and must do a clinic or recert each year until they reach Level 4. Coaches are only permitted to do one clinic or recertification a year regardless of what level they are coaching. Coaches at level 4 or 5 may have continuing education requirements. ( <a href="https://www.usahockey.com/rules">https://www.usahockey.com/rules</a> )
<a href="https://www.usahockey.com/coachingclinics">https://www.usahockey.com/coachingclinics</a>



### PA ACT 153 ACT 15 (2015)

All volunteers in PA must satisfy the requirements of PA ACT 15 for child abuse screening/criminal background check. (clearances good for 60 months)

#### CHILD ABUSE SCREENING

- <http://www.compass.state.pa.us/CWIS/Public/Home>

#### STATE CRIMINAL BACKGROUND CHECK

- <http://epatch.state.pa.us/Home.jsp>

#### FBI FINGERPRINTING AND BACKGROUND CHECK

- <https://www.identogo.com>
- Volunteer code 1KG6ZJ – Employee code 1KG756