

## Coaches – FAQ's

### **Do all coaches need to take a course? And if so what course?**

#### **House league:**

Nepean Minor Hockey Association requires all head coaches to complete the "Coach Stream Course". NMHA will pay for One Head Coach and One Assistant Coach to take the course. Each coach needs to pay upfront and send a cheque with the application; however the cheque will be returned at the clinic.

Each Year NMHA holds two coach stream clinics, one in September and one in October. These will be posted on the NMNA website in early summer.

#### **\*\*\*\* NEW for the 2012-2013 Season\*\*\*\***

The Coach Stream course is now two full days. Adding the extra half day will allow all the coaches to complete their workbooks in the classroom. At the end of the two day course all the coaches will be certified.

#### **Competitive:**

Nepean Minor Hockey Association requires that ALL head coaches have their Developmental 1 course (which is the level 2 coaching course) and all assistants must have their Coach Stream course (which is the level 1 course) NMHA will pay for one head coach and one assistant /team.

See [Coach Classifications](#)

### **Is there any other courses or things I need to do to be a Coach?**

All first time coaches need to do the Speak - Out Course. (and a Police Check please see below)

<http://www.nepeanhockey.on.ca/html/Clinics.html#SpeakOut>

All volunteers working with children must complete a Police Record Check. The forms can be picked up at the NMHA hockey office or you can download it from the attachment below.

[http://www.ottawapolice.ca/en/serving\\_ottawa/support\\_units/pdf/police\\_records\\_check.pdf](http://www.ottawapolice.ca/en/serving_ottawa/support_units/pdf/police_records_check.pdf)

### **Are there any other courses that I can take to learn more about coaching?**

The ODHA holds "Specialty Clinics" every year. These continuing Education programs help to assist our coaches with new ideas and Challenging drills. You can check on

the ODHA website to see what is being held this year [www.odha.com](http://www.odha.com) or contact the Technical Coordinator Phone: (613) 224-7686 email: [tc@odha.com](mailto:tc@odha.com)

### **Can I do both Coach Stream Clinic and the Developmental 1 course at the same time?**

No – You need to do the Coach Stream clinic and then you have to coach for the full season before you can take the level 2 course ( Dev 1 )

---

## **TRAINERS**

### **Requirements**

1. Every team playing under the ODHA/ODMHA and NMHA must have a certified trainer
2. Every Trainer must take the Level 1 course. Exemptions are not granted to anyone due to the nature of this course being a “Risk Management” course – not a First Aid Course.
3. To receive the Level 1 certification, each candidate must successfully pass a written test at the end of the course.
4. Once an individual has received their Level 1 certification it is good for 3 years. The expiration date is shown on the “yellow” card they receive at the conclusion of the course.
5. To renew a Level 1 certification the candidate must retake the Level 1 course in the entirety. (A pilot project is currently underway in Ontario to determine if candidates who are waiting to **recertify** can complete the course in approximately a ½ day).
6. You can also do the recertification on line. It is recommended to do the classroom for the first time you do the Trainer 1.

### **LEVEL 2 STATUS can be obtained by:**

1. At the time of the taking the Level 1 course, and successfully passing the end of the course test, showing the Instructor proper documentation to show that the candidate currently has valid and current First Aid and CPR training.
2. BY paying the nominal \$10.00 administrative fee (made out to the ODHA and sending it in to the ODHA.
3. Level 2 statuses can be maintained. If the trainer keeps their First Aid and CPR skills current, satisfactorily advises the ODHA office of this fact prior to the expiry date shown on the Level 2 Trainers Certification card, and pays the required administration fee.

## **Trainer One Certifications that are expiring:**

All Trainers whose Level One course is expiring can now do a re-certification over the internet instead of completing the full day course over again. Please have your trainers go to the [HDCO website](http://www.hdco.on.ca/web_pages/trainers_intro.html) and complete the course. The ODHA will allow a grace period but only for two months. IF you pass the grace period you will need to re-do the entire course.

[http://www.hdco.on.ca/web\\_pages/trainers\\_intro.html](http://www.hdco.on.ca/web_pages/trainers_intro.html)

NMHA will reimburse you for the course as long as you are a Trainer on an NMHA team for that season. BUT you must contact the Technical Director and send him the receipt in order to get reimbursed. If you do not tell us we do not know you have taken the course so it is imperative that you send us the receipt via email.

Terry Martin – Technical Director [tmartin@gianttiger.com](mailto:tmartin@gianttiger.com)

## **Can I get my Level 1 Trainers card without taking the course?**

**NO.** Everyone must take the HOCKEY Trainer Level 1 course as it includes sports specific topics that are not covered elsewhere. Soccer and basketball trainer courses are not the same.

## **How long does my certification last for?**

Regardless of your level of certification, the expiration date of your present period of certification is shown on your card. For a Level 1 Trainer, the period of certification is 3 years and the date of expiration will be August 31st of the third year. (Ex: If you take the Level 1 course in the fall of 2010, the then expiration date will be August 31st, 2013)

## **Do I need to take my Level 2 certification?**

NO. The HTCP level 1 certification is all that is required to be a Trainer with a team in Ontario. This same level of certification is given in all the other provinces and is transferable without cost from province to province or from association to association.

## **If I have current training in First Aid and CPR can I obtain an equivalency for the HTCP Level 2?**

**YES.** You should contact the ODHA office and be able to provide proof of your current status of your valid First Aid and CPR cards. Once the ODHA has validated this information they will upgrade you to the Level 2. Remember, however that you must have a valid HTCP Level 1 certification at the time you request this upgrade. A nominal administrative fee of \$10.00 will apply for this upgrade.

### **Can I get an upgrade to the Level 2 at the time that I originally take my Level 1 course?**

**YES.** When coming to the Level 1 course, bring along your required documentation to show the Course Instructor that you have current training in First Aid and CPR. During the day, the Instructor will verify the documentation and if acceptable will upgrade you to Level 2 after you have successfully completed the Level 1 test. If the course Instructor has concerns regarding the documentation you present he or she will ask that you contact the ODHA office for resolution.

### **How long does my Level 2 Certification last?**

This will depend upon the qualifications that are presented at the time of the request to update. The course Instructor or the ODHA office will determine the expiration date and show it on your Level 2 card.

### **What is my Trainers Number?**

This is the number which appears on your yellow "Trainer Card". The number is in the format **TD000xxx**. This number should be entered on each and every game sheet in which you participate to show the game officials that a trainer is on the bench for your team.

If you have lost your Trainer number or cannot find it for any reason you can call the Coaching Association at (613) 235-5000 to get your number or a new card.

### **When I either re-certify or upgrade my Level, do I keep the same number?**

Every effort is made to have you continue to use the same certification number. Presently all data is entered on the Hockey Canada database at the ODHA office and if you can't recall your number a search will be made. If we are unable to find your current number a new one will be issued.

### **Is there a "Grace Period" for renewing my certification?**

Everyone has a two month "Grace" period to re-do their certification once it expires.

### **Am I allowed on the bench while I am waiting to get my Trainers Certification?**

You are allowed on the bench until the end of December as long as you are registered to take the Trainers course, but not allowed on the ice ( if you are first time Trainers) Before each game you can contact the Trainer of the opposing team to ask for them to act as the Trainer for your team.

### **Can a Coach also act as the "teams" Trainer?**

The Coach cannot be the permanent trainer because both of these volunteer people are following the game in two different ways and have different responsibilities. While a Coach with a Trainer's certificate can cover in a pinch, if the player needs to leave the game, the team will be left without a coach and without a trainer.