



2023 Coach Membership Requirement Checklist

ALL REQUIREMENTS AND CERTIFICATIONS MUST BE CURRENT AT ALL TIMES

There is no 'grace period' at all

A list of approved safety course options are on the [USA Swimming Website/Coach Safety Requirements](#). Check this list prior to taking a course to be sure it can be accepted.

- 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.
 - CPR/AED Certification** Obtain USA Swimming-approved adult & pediatric CPR/AED certification. Send a copy of your completion Certificate to the ISI office. Valid for 2 years.
- Safety Training for Swim Coaches** (2 to take) See the list of acceptable options for Safety Training on the [USA Swimming Website](#). Valid 2 years. Send both certificates to the ISI Office.
- STSC In-Water Certificate** (Lifeguard Certificate or In-Water Checklist) **AND**
 - STSC Online Certificate** (take course on the Red Cross Website & send certificate to ISI office) [ARC \$25]
 - Criminal Background Check** *Not Required for Junior Coach Members-Automatically updated when Complete* Log into your SWIMS 3.0 record and go to EDUCATION/Course Catalog to complete the background check. Renewed every 24 months. Results should be received within 3-5 business days.
 - You will have two options:
 - ✓ New Member Background Check - New members will pay \$36
 - ✓ Renewal Background Check - Renewal screens are \$18.
 - 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 at least 24 hours to match a 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 (no more FOC 101 & 201) NEW

Existing Coaches (have completed FOC 101 & 201 prior to 9/1/22 *NO ONE is grandfathered in:*

- 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. This is required by USA Swimming and Indiana Swimming. CPT will show on all reports and in USA Swimming App. Your CPT completion certificate must be sent to the ISI office. Concussion Training (NFHS) or CDC Concussion Training Head’s Up Course.
- USA Swimming App** – Download the USA Swimming app for your phone or mobile device. Use the SAME login as you do to log into your SWIMS 3.0. 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 is your electronic membership card at meets.

Note: Safety Trainings (CPR, Online/In-Water Safety), Concussion Training completion certificates MUST be sent to office@inswimming.org. Other trainings 'should' link to your member record automatically. 😊

COACH CERTIFICATIONS in a nutshell

- Non-Athlete Coach Membership** New or Renew in SWIMS 3.0

The Following Certificates need to be sent to: office@inswimming.org

- CPR/AED Certification** Renew every 2
- STSC In-Water Certificate** (Lifeguard Certificate or In-Water Checklist)
AND
- STSC Online Certificate** (take course on the Red Cross Website) [ARC \$25]
- Concussion Training (CPT):** All Coaches must complete a Concussion Training course. This is required by USA Swimming and Indiana Swimming. Concussion Training (NFHS) **or** CDC Concussion Training Head's Up Course

The Following will Automatically update in your SWIMS 3.0 Record

- Criminal Background Check** –Not Required for Junior Coach Members
 - ✓ New Member Background Check - New members will pay \$36
 - ✓ Renewal Background Check - Renewal screens are \$18.
- Athlete Protection Training (APT) Course** –1 module taken annually, renewed every 12 months. Results take at least 24 hours to match a member record.
- USADA Coach's Advantage Tutorial (CAT)** –This tutorial follows the same parameters and timelines as APT and must be renewed every 12 months.

NEW Coach Education Program NEW
(no more FOC 101 & 201)

Existing Coaches

- Quality Coaching Framework (QCF)** **prior to 12/31/2022** [Free/40 minutes]

New Coach Members

- **Prior to being on deck/certified as a coach member:**
 - 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] –5 modules 45 min-1 hr each. **AND**
 - Rules & Regulations for Coaches** [free].
- USA Swimming App** – Download the USA Swimming app from either apple or goggle store.

Note: Safety Trainings (CPR, Online/In-Water Safety), Concussion Training completion certificates **MUST** be sent to office@inswimming.org. Other trainings 'should' link to your member record automatically. 😊