



6.25 HEO BENCH & ON-ICE STAFF CERTIFICATION REQUIREMENTS

Rev. 1 April 2020

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Division	Category	Head Coach	Assistant Coach	Trainer
U7, U9	House League (HL), U9 B/A Competitive	Coach 1-Coach Level Trained (1)	Coach 1-Coach Level Trained (1) (See note – U9 Only)	Hockey Canada Safety Program - Level 1 (6)
U11, U13, U15, U18, U20	House League (HL)	Coach 2-Coach Level Trained (2)	Coach 2-Coach Level Trained (2) (See Note)	Hockey Canada Safety Program - Level 1 (6)
U10, U11	B/A/AA Competitive	Coach 2-Coach Level Trained (2)	Coach 2-Coach Level Trained (2)	Hockey Canada Safety Program - Level 1 (6) (6)
U12, U13, U14, U15, U16, U18	B/A/AA Competitive	Development 1 Trained (3)	Development 1 Trained (3)	Hockey Canada Safety Program - Level 2 (7)
U12, U13	AAA Competitive	Development 1 Certified (3)	Development 1 Trained (3)	Hockey Canada Safety Program Level 2 (7)
Junior B & C	Junior	Development 1 Certified (4)	Development 1 Trained (3)	Hockey Canada Safety Program - Level 2 (7)
U14, U15, U16, U18	AAA Competitive	High Performance 1 Certified (5)	Development 1 Certified (4)	Hockey Canada Safety Program - Level 2 (7)
Junior A	Junior	High Performance 1 Certified (5)	Development 1 Certified (4)	Hockey Canada Safety Program - Level 2 (7)

COACHING & TRAINER QUALIFICATION LEGEND:

- Coaches in the U7 Program (All On-Ice Staff) and U9 Divisions require Shift Forward or Speak-Out, Gender Identity and Expression Course, 1 day Coach 1 – Trained Status--other levels of qualification are not acceptable at the U7/U9 Level.
- All Coaches at the U11 House League and U11 Competitive Levels require Shift Forward or Speak – Out, Gender Identity and Expression Course, Coach 2 Trained Status This Consists of two parts: Part 1 Hockey Canada Coach 2 (online) and a 1-day Coach 2 In Class Session. Note: The Hockey Canada Coach 2 Online component must be completed before a coach can register for the in-class Coach 2 Session.



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Note: Assistant Coaches at House League require Shift Forward and the Gender Identity and Expression Course only; however, they would require the appropriate qualification listed in the chart above for participation with teams from outside their House League or League (i.e. exhibition and/or tournament play). In addition, if the Head Coach were not available to start a House League game, an appropriately qualified NCCP Coach would be required to act as the Head Coach.

3. All Minor Hockey Coaches at the B/A/AA Competitive level (U12 and Higher) and Junior B & C Assistant Coaches, require Shift Forward , Gender Identity and Expression Course, and Development 1 Trained Status.
4. U12 and U13 AAA (Head Coach), Junior B & C (Head Coach) and U12, U13, U14, U15, U16 and U18 AAA and Junior A Assistant Coaches require Shift Forward , Gender Identity and Expression Course, and Development 1 Certified Status. See Note #5
5. U14, U15, U16 and U18, and Junior A Head Coaches require Shift Forward , Gender Identity and Expression Course, as well as High Performance 1 Certified Status. See note #6:
6. All Trainers at the U7 Program, House League and U9/U11 Competitive levels require Shift Forward , Gender Identity and Expression Course, and Hockey Canada Safety Program 1 – On-Line Certification.
7. All Trainers at the U12 and higher Competitive and Junior A, B, & C levels Require Shift Forward , Gender Identity and Expression Course, Hockey Canada Safety Program – On-Line Certification and Standard First Aid or Higher for Level 2 Status.



ADDITIONAL NOTES:

1. **U7 Program Instructors:** All On-Ice Coaching staff require the Coach 1 – Coach Level Course-- there are no exceptions to this regulation. (See U7 Program Policy 6.16 for Proper Coach to Player Ratios)
2. **House League U13 and Higher:** Coaches in U13 House League or higher who were previously qualified with Development 1 or High Performance 1 can coach with that qualification and are not required to take the Coach 2 course.
3. **On-Ice Helper:** is neither a qualification nor a designation to be used in the U7 Program or higher levels. Rather, it is limited to those under age 20 who wish to give something back to the game, perhaps become involved in coaching or obtain high school volunteer credit hours. (See Operating Policy 6.5: Volunteering as an On-Ice Helper)
4. **Coach 1 and Coach 2** are **Trained** status courses only and do not require Certified Status.
5. A Junior Hockey Assistant Coach Resigns, Relocates, or is Removed after all Development 1 clinics have occurred for the current season, the team may replace the Coach with an individual who does not possess Development 1 Certification or Trained status, if that coach has Shift Forward, Gender Identity and Expression, and a Valid PRC. The Coach must register for the next available Development 1 Clinic.
6. For Junior Hockey Head Coaches please see HEO Policy 6.23 HP1 Policy



In order to become certified at the Development 1 Level coaches must complete the following:

- Shift Forward Course;
- Gender Identity and Expression Course;
- Development 1 – 2 day in-class course;
- Complete and Pass a take home assignment within 30 days of completion of the in-class course;
- Complete Making Ethical Decisions (Competition Introduction) on-line course at www.coach.ca;
and
- Pass a Field assessment of a practice.

In order to become certified at the High Performance 1 Level Coaches must complete the following:

- Shift Forward Course;
- Gender Identity and Expression Course;
- High Performance 1 – 36 Hour In-Class Course;
- Complete and Pass a take home assignment within 4 months of completion of the in-class course;
- Make Ethical Decisions (Competition-Development) on-line course at www.coach.ca ;
- Leading Drug Free Sport – On-Line at www.coach.ca;
- Managing Conflict – On-Line at www.coach.ca; and
- Pass a Field Assessment of a minimum of 1 Game and 1 Practice.

“Trained” vs. “Certified”

The NCCP model distinguishes between training and certification. Coaches can participate in training opportunities to acquire or refine the skills and knowledge required for a particular coaching context (i.e. Competition-Introduction) as defined by the sport and be considered **“trained”**.

To become **“certified”** in a coaching context, coaches must be evaluated on their demonstrated ability to perform within that context in areas such as program design, practice planning, performance analysis, program management, ethical coaching, support to participants during training, and support to participants in competition.

Certified coaches enjoy the credibility of the sporting community and of the athletes they coach because they have been observed and evaluated “doing” what is required of them as a competent coach in their sport. They are recognized as meeting or exceeding the high standards embraced by more than 60 national sport organizations in Canada. Fostering confidence at all levels of sport, certification is a benefit shared by parents, athletes, sport organizations, and our communities.



NCCP coaches are described as follows:

In Training – when they have completed some of the required training for a context;

Trained – when they have completed all required training for a context; and

Certified – when they have completed all evaluation requirements for a context.

Hockey Canada Safety Program Level 1 Course

The Hockey Canada Safety Program Level I program is the introductory level of the program which introduces the participant to the principles of injury and risk management. The course is valid for 3 years, with a universal expiration date of Aug 31st.

Hockey Canada Safety Person Program Modules:

Module 1: Purpose and Welcome

Module 2: Fair Play and Code of Ethics

Module 3: Risk Management

Module 4: Medical information

Module 5: First Aid Kit

Module 6: Bullying Harassment and Abuse

Module 7: Protective Equipment

Module 8: Hygiene

Module 9: Warm up and Stretching

Module 10: Emergency Action Plan

Module 11: Injury Recognition and Management Principles

Module 12: Spinal Injuries

Module 13: Concussions

Module 14: Injuries

Module 15: Medical Conditions and Disabilities

Module 16: Removing Players from Action

Module 17: Nutrition

Module 18: Performance enhancements substances

Minimum Age to Attend: 16 years

Hockey Canada Safety Level 1 course is only available online through the Hockey Canada Registry [Clinics | HOCKEY EASTERN ONTARIO \(spordle.com\)](https://www.hockeycanada.ca/en-ca/registry-clinics)



HCSP Level 2 Trainer Upgrade

Any person who shows proof of current certification in Standard First Aid or Higher (**Emergency First Aid does not meet the requirement**) from a recognized service provider [as recognized by Workers' Safety Insurance Board], and has successfully completed HCSP Level I, may be granted the HCSP Level 2 certification by remitting proof of current qualification to HEO (jrobert@hockeyeasternontario.ca). Individuals who have successfully completed HCSP Level I and hold the following professional qualifications may also be granted HCSP Level 2 certification by remitting proof of current qualification to HEO (jrobert@hockeyeasternontario.ca):

- Registered Nurse
- Occupational Health Nurse
- Chiropractor
- Physician
- Physiotherapist
- Registered Respiratory Therapist
- Ambulance Emergency Medical Care Attendant
- Dentist
- Canadian Athletic Therapists Association
- Basic Trauma Life Support
- National Athletic Trainers Association
- Military Medic [valid for 2 years from end of service date and all qualifications must be licensed in Canada]
- Police Services Personnel
- Fire Fighters

Click here to review [First Aid Providers](#) or contact your branch or division for a list of recognized first aid providers.

Trainer Level 2 Renewal

Once a Trainer is upgraded to Level 2 under our program, he/she can maintain this level by simply advising the HEO office that, while his/her Trainers Card is about to expire, his/her First Aid or other medical qualifications are still valid and he/she wishes to renew his/her Level 2 hockey certification. In this case, the expiry date applied to the new card will be determined by the HEO office and will be based on the remaining period of certification for his/her First Aid or other medical qualifications. Simply send copies of the current first aid and/or proof of professional qualifications (see above) to the HEO office, this can be done via email to Jeff Robert at jrobert@hockeyeasternontario.ca



Spordle: Creating an Account and linking your Hockey Canada Profile

In order to register for a clinic, a Coach/Trainer will need to have previously created a Spordle account. If you have not done so before and need instructions on how to do so, please click on the following link:

[How to link your Qualifications to the HCR | Hockey Eastern Ontario](#)

Coaches

All Bench and On-Ice Staff must have completed Shift Forward, Gender Identity and Expression Course, and be registered for the appropriate clinic (Must be able to provide proof of Registration) before their First Regular season league game or on-ice activity (Initiation program) to remain on the team's roster. All required courses must have been taken before November 30th of the current season.

Trainers

Trainer Level 1 certification/recertification or Trainer Level 2 upgrades/renewals must be done no later than October 31st of the current season.