



## USA SWIMMING COACH MEMBERSHIP REQUIREMENTS

From the USA Swimming rulebook: "Anyone who coaches athletes at a USA Swimming practice or competition must be a coach member of USA Swimming and must have satisfactorily completed safety training, criminal background check and other coaches' education as required by USA Swimming."

Requirements must always be kept current. There is no grace period; coach membership is not valid if any of the requirements lapse or expire. A coach does not have USA Swimming insurance coverage if his/her membership is not valid. To help coaches manage their membership requirements, the date that each requirement expires is printed on their USA Swimming coach membership card, as well as being available on the Deck Pass app and through the Club Portal. Additional information and links for each requirement can be found at [Coach Membership Requirements](#).

### **Steps to become a coach member (additional details about each requirement are below):**

1. Initiate your criminal background check ([www.usaswimming.org/backgroundcheck](http://www.usaswimming.org/backgroundcheck)).
2. Complete a CPR/AED course from the list below (**courses not on the list will not be accepted**).
3. Complete Safety Training for Swim Coaches (details below).
4. Determine your Local Swimming Committee ([www.usaswimming.org/LSCmap](http://www.usaswimming.org/LSCmap)) and then go to the LSC website to print the non-athlete application form.
5. Send the completed form, payment, and your CPR/AED & STSC certifications to the LSC (amount due and address will be printed on the form)
6. New members only: Receive email confirmation that your application has been received and entered into the database; then complete Steps 7 & 8.
7. New members only: Complete Foundations of Coaching 101 ([www.usaswimming.org/FOC](http://www.usaswimming.org/FOC)).
8. Complete the online Athlete Protection Training course ([www.usaswimming.org/learn](http://www.usaswimming.org/learn)).

### **STEP 1: CRIMINAL BACKGROUND CHECK**

All non-athlete members must pass a criminal background check every 24 months. Go to [www.usaswimming.org/backgroundcheck](http://www.usaswimming.org/backgroundcheck) for additional information and to initiate the background check. When the background check has been passed, your LSC is notified automatically. The cost of the initial background check is \$38.00. The cost of the renewal is \$18. Effective April 1, 2017, USA Swimming switched from Sterling to Intellicorp Records as our background check vendor. When your current background check through Sterling expires, all non-athlete members will be required to pay \$38.00 for their first background check through Intellicorp Records.

### **STEP 2: ADULT & PEDIATRIC/CHILD CPR AND AED REQUIREMENT**

Coach members must maintain a certification in Adult & Pediatric/Child CPR and AED. A list of acceptable certifications is at the end of this document. Certifications NOT on this list will not be accepted. **Online-only courses are not acceptable.** Coaches must submit a copy of their current CPR/AED cert to their LSC.

Coaches who do not have access to an acceptable CPR/AED course or have taken a course that is not on this list can call their local American Red Cross chapter to challenge one of their Adult and Pediatric CPR/AED courses. The challenge involves passing the skills assessment with an ARC instructor without having to take the entire course. The ARC will charge a fee for each challenge. Call your local ARC chapter to set up a challenge.

### **STEP 3: SAFETY TRAINING FOR SWIM COACHES (STSC)**

The STSC requirement consists of two components: (A) an online course and test, and (B) an in-water skills session.

- A. All coaches must complete the online course and test.
- B. There are three options for completing the in-water skills session. Find the option that works best for you and then scroll down for additional information about that option:
  - STSC Option 1:** Print the generic STSC In-Water Skills Checklist (available on your LSC website) and review the skills with an instructor certified by one of the organizations on the checklist.
  - STSC Option 2:** Maintain a valid lifeguard certification from an approved agency (list of approved agencies is below).
  - STSC Option 3:** Take the full in-water skills session from an American Red Cross instructor.

## To take the online component of Safety Training for Swim Coaches:

Mac users: You will need to use Mozilla Firefox as your browser to complete the online course and test. Other browsers, when using a Mac, may cause you to lose any record of having completed any part of the course.

The online component must be passed **before** taking the in-water skills component. Go directly to <https://www.redcross.org/take-a-class> and complete the instructions on ARC web page. (see below)

# Safety Training for Swim Coaches Online Content Only

\$25.00

SIGN ME UP

Class ID a6R0V0000015Fhb

★★★★☆ 3.6 (112) Write a review

Safety Training for Swim Coaches online content course is the first step for coaches to become certified in Safety Training for Swim Coaches. This course teaches those involved in competitive swimming how...

Contact [Customer Service](#) to sign up additional students for classes provided by the Red Cross.

[Cancellation Policy](#)

When the course is completed, save/print the Online Content Only certificate and forward it to your LSC registrar. The certificate will have a QR code that can be traced on ARC website.

The course should take 2-3 hours to complete. Coaches can exit the course at any time and log back in to resume where they left off but once they start the final exam, they need to complete it in one session.

Problems encountered on the ARC website should be directed to their Training Support Center: 1-800-RED-CROSS or [support@redcrosstraining.org](mailto:support@redcrosstraining.org).

To complete the in-water skills component of Safety Training for Swim Coaches (the online component of the course must be completed **prior to** the in-water component):

### **STSC OPTION 1: COACHES WHO USE THE GENERIC IN-WATER SKILLS CHECKLIST:**

1. Contact a lifeguard instructor certified by any of the organizations on the in-water skills checklist (sample checklist is below; a copy should also be posted on your LSC website). Set a time to review the skills in a pool with the instructor.
2. Take a copy of the Online Content Only certificate and the in-water skills checklist to the pool for the skills review with the lifeguard instructor. Review the skills with the instructor, sign the checklist, have the instructor sign it, and then send both the checklist and online certificate to your LSC registrar. The earlier of the two expiration dates will determine the STSC credential expiration date.
3. Repeat this procedure every two years.

### **STSC OPTION 2: COACHES WHO HAVE AN ACCEPTABLE LIFEGUARD CERTIFICATION:**

1. Obtain or renew an acceptable lifeguarding certificate (see the list below for acceptable certifications).
2. Send an acceptable lifeguarding certificate and the STSC Online Content Only certificate to the LSC registrar. The earlier of the two expiration dates will determine the STSC credential expiration date.
3. Repeat this procedure every two years.

### **STSC OPTION 3: COACHES WHO HAVE ACCESS TO AN AMERICAN RED CROSS INSTRUCTOR:**

1. Contact an ARC water safety, STSC or lifeguard instructor to schedule the ARC STSC in-water skills session in a pool with the instructor. (This session will be an abbreviated review session for those with a current STSC certification or a full session for those without a current STSC certification.) Coaches can also request a 'blended learning' course to include Adult and Pediatric CPR/AED, thus fulfilling another USA Swimming requirement at the same time.

2. Take a copy of the *Online Content Only* certificate to the pool to prove you have passed the online course. Complete the in-water skills session with the ARC instructor, who will issue a *STSC In-Water Skills Session* certificate. Send both certificates to your LSC registrar. The earlier of the two expiration dates will determine the STSC credential expiration date.
3. Repeat this procedure every two years.

To replace a missing or lost ARC certificate: [www.redcross.org/getcertificates](http://www.redcross.org/getcertificates).

### STEPS 4-5-6: APPLICATION FORM, SUBMITTAL INSTRUCTIONS, MEMBERSHIP CARD

Memberships are processed by each LSC (Local Swimming Committee). Non-athlete application forms can be found on most LSC websites. A map of LSCs and a list of their websites can be found at [www.usaswimming.org/lscmap](http://www.usaswimming.org/lscmap). If you cannot find the form online, please contact the LSC directly. Coaches should complete and mail their application, with payment, to the address printed on the application form. The membership fee is also printed on the form. Be sure to include a copy of your CPR/AED and STSC certifications. Coaches can check their membership status and view/print their membership ID card through their Deck Pass account ([www.usaswimming.org/deckpass](http://www.usaswimming.org/deckpass)).

### STEP 7 (FOR NEW AND SECOND YEAR COACHES) THREE EDUCATIONAL REQUIREMENTS

1. **Foundations of Coaching 101:** Foundations 101 must be completed prior to becoming a coach member of USA Swimming. (\$15)
2. **Foundations of Coaching 201:** Foundations 201 must be completed prior to 2nd year of registration. (\$25)
3. **Rules and Regulations for Coaches Test:** Rules and Regulations for Coaches must be completed prior to 2<sup>nd</sup> year of registration. (no fee)
4. **Concussion Protocol Training:** Concussion Protocol Training mandates vary by state, and coaches should take the training that complies with their state laws. In states where there is no such law, USA Swimming member coaches must take a Concussion Protocol Training through either the [National Federation of State High School Associations \(nfhs.org\)](http://www.nfhs.org) or the [Centers for Disease Control \(CDC\) concussion course](http://www.cdc.gov). Certificates of completion must be sent to the LSC registrar for documentation.

### STEP 8: ATHLETE PROTECTION TRAINING

1. **Athlete Protection Training:** All non-athlete members must complete the online Athlete Protection Training course annually. The core course takes approximately 90 minutes to complete and is offered at no charge. The renewal course, offered in alternate years, is about 45 minutes long. Go to [www.usaswimming.org/apt](http://www.usaswimming.org/apt) for additional information and to access the course. When the course has been completed, the membership database is updated and the LSC is notified automatically.
2. **USADA Coach's Advantage Tutorial:** All coaches must complete the online USADA Coach's Advantage Tutorial annually. The course takes approximately 20 minutes to complete and is offered at no charge. Go to [www.usaswimming.org/learn](http://www.usaswimming.org/learn) to access the course.

New non-athlete members must register through their LSC first. New members cannot initiate these courses until their membership application has been processed by their LSC. New members will receive an email as soon as their membership has been processed by the LSC. (An error message will appear during the log-in if the new member's application hasn't been processed yet.)

### APPROVED CPR/AED CERTIFICATIONS

Requirements must be always kept current. There is no grace period; coach membership is not valid if any of the requirements lapse or expire. Coaches do not have USA Swimming insurance coverage if their membership is not valid; club insurance is also jeopardized by allowing coaches with lapsed certifications to be on deck. To help coaches manage their membership requirements, the date that each requirement expires is printed on the USA Swimming coach membership card, as well as being available on the Deck Pass app and through the online Club Portal. Below is a list of CPR/AED courses that have been approved by the Operational Risk Committee.

**Certifications from courses not on this list will not be accepted.**

**NOT ACCEPTABLE: Unless otherwise indicated, Instructor certifications, are NOT ACCEPTED, including First Aid, Health & Safety for Coaches and Foreign certifications.**

**IMPORTANT: If other organizations listed below issue American Red Cross and/or American Heart Association certificates/cards from an approved course, they are acceptable.**

| <b>ORGANIZATION</b>  | <b>COURSE NAME</b>   | <b>NOTES RE: THIS COURSE</b>                                 |
|--|--|--|
| American Red Cross<br><br>1-800-red-cross or<br><a href="mailto:support@redcrosstraining.org">support@redcrosstraining.org</a> | Adult and Child and/or Pediatric CPR / AED   |  |
|  | Adult and Child First Aid/CPR/AED  |  |
|  | CPR/AED for Professional Rescuers and Healthcare Providers   |  |
|  | Lifeguarding/CPR/AED   | Also acceptable for the STSC in-water skills requirement     |
|  | Shallow Water Lifeguarding Course  | NOTE: Does not satisfy the STSC in-water skills requirement. |
|  | Responding to Emergencies Adult and Child First Aid / CPR  |  |
|  | Lifeguarding with any Bundle #1-5  | Also acceptable for the STSC in-water skills requirement     |
| American Heart Assoc.  | BLS Provider – Basic Life Support (CPR / AED)  |  |
|  | Health Care Provider – BLS for Healthcare Providers (CPR / AED)  |  |
|  | Heartsaver First Aid CPR / AED   | Must have Optional Module of Child CPR / AED completed       |
|  | Heartsaver for K-12 Schools  | Must have Optional Module of Child CPR / AED completed       |
|  | Instructor/Instructor Trainer Certification for Basic Life Support or CPR/AED for Professional Rescuers    | Also acceptable for the STSC in-water skills requirement     |
| American Safety and Health Institute (ASHI)  | Adult and Pediatric or Child CPR / AED   |  |
|  | Basic Life Support for Healthcare Providers and Professional Rescuers                                      |  |
|  | Instructor/Instructor Trainer Certification for Basic Life Support or CPR Pro for the Professional Rescuer | Also acceptable for the STSC in-water skills requirement     |
| California Parks & Recreation  | California State Lifeguard   |  |
| Emergency Care and Safety Institute  | Adult and Pediatric or Child CPR / AED   |  |
|  | Adult and Pediatric or Child First Aid, CPR / AED  |  |
| Jeff Ellis & Associates  | Lifeguarding   | Also acceptable for the STSC in-water skills requirement     |
|  | Basic Life Support (CPR and AED)   |  |
|  | Health Care Provider Basic Life Support (CPR and AED)  |  |
|  | Instructor/Instructor Trainer Certification for Lifeguarding Instructor or Lifeguarding Instructor Trainer | Also acceptable for the STSC in-water skills requirement     |
| National Registry of Emergency Medical Technicians, Active State Licensure or Certification                                    | Paramedic  |  |
|  | Emergency Medical Technician – Advanced  |  |
|  | Emergency Medical Technician   |  |
|  | Emergency Medical Responder  |  |

| ORGANIZATION            | COURSE NAME  | NOTES RE THIS COURSE                                     |
|-------------------------|--|--|
| National Safety Council | Adult and Pediatric or Child CPR / AED   |  |
|                         | Instructor/Instructor Trainer Certification for Basic Life Support for Health Care and Professional Rescuers |  |
| StarGuard Elite         | Lifeguarding   | Also acceptable for the STSC in-water skills requirement |
|                         | Instructor/Instructor Trainer in Lifeguarding Instructor (3 star)  | Also acceptable for the STSC in-water skills requirement |
| YMCA                    | Lifeguarding   | Also acceptable for the STSC in-water skills requirement |
|                         | Instructor/Instructor Trainer Certification for Lifeguarding Instructor Trainer                              | Also acceptable for the STSC in-water skills requirement |

### APPROVED STSC IN-WATER SKILLS CERTIFICATIONS

This list applies to the STSC in-water skills component only; **all coaches are required to complete the STSC online course and test and then complete the In-Water Skills Checklist.**

**NOTE: Foreign certifications are not acceptable.**

| ORGANIZATION   | COURSE NAME  | NOTES RE THIS COURSE                        |
|--|--|---|
| American Red Cross<br>1-800-red-cross or<br><a href="mailto:support@redcrostraining.org">support@redcrostraining.org</a> | Lifeguarding   | Also acceptable for the CPR/AED requirement |
|  | Safety Training for Swim Coaches In-Water Skills Checklist |   |
|  | Lifeguarding with any Bundle #1-5                          | Also acceptable for the CPR/AED requirement |
| Jeff Ellis & Associates  | Lifeguarding   | Also acceptable for the CPR/AED requirement |
|  | Safety Training for Swim Coaches In-Water Skills Checklist |   |
| StarGuard Elite  | Lifeguarding   | Also acceptable for the CPR/AED requirement |
|  | Safety Training for Swim Coaches In-Water Skills Checklist |   |
| YMCA   | Lifeguarding   | Also acceptable for the CPR/AED requirement |
|  | Safety Training for Swim Coaches In-Water Skills Checklist |   |

**STILL HAVE QUESTIONS? Contact [Laurie Benton](#), Pacific Swimming registrar.**

*Revised October 15, 2021*