

# New York State Coaching License for Non-Certified Teachers and Volunteers



**OCM BOCES Regional Certification Office**  
(315) 433-2628

Phone Hours: Monday – Friday 8:30 a.m. – 11:30 a.m.

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## SUPPORTING DOCUMENTATION

Please submit the supporting documentation listed below to:

OCM BOCES, Attn: Teacher Certification

PO BOX 4754

Syracuse, NY 13221

1. Copies of valid CPR and First Aid Cards
2. Certificate of completion of any coaching courses (if posted on a transcript submit official/original transcript).
3. Verification of completion of workshops:
  - a. Child Abuse:  
[www.nysmandatedreporter.org](http://www.nysmandatedreporter.org) click on New Trainings and click Self Directed Online Training. This workshop is FREE.
  - b. Violence Prevention:  
<https://training.gstbooces.org/save/>.
  - c. Dignity for All Students Act (DASA):  
OCM BOCES DASA  
<http://www.ocmbooces.org/teacherpage.cfm?teacher=2369> – OR – Section III Athletics at (315) 451-4588  
[https://www.section3.org/documents/2019/7/23/2019\\_2020\\_DASA\\_classes.pdf](https://www.section3.org/documents/2019/7/23/2019_2020_DASA_classes.pdf)

Note: For a complete list of approved providers, please visit <http://www.highered.nysed.gov/tcert/certificate/workshops-required-for-educator-certification.html>

### Fingerprinting

All Coaches (including volunteer coaches) MUST be fingerprinted. Schedule your appointment online with Morpho Trust at <https://www.identogo.com/> or call directly at: (877) 472-6915. The Service Code is: 14ZGQT.

# COACHING REQUIREMENTS

## 1<sup>st</sup> Temporary Coaching License Requirements:

- Valid First Aid and CPR Certificates
- Verification of Workshops: Child Abuse, Violence Prevention and DASA
- Fingerprint Clearance
- School District Statement of Recommendation

## 1<sup>st</sup> Temporary Renewal Requirements:

- Valid First Aid and CPR Certificates
- Verification of Workshops: Child Abuse, Violence Prevention and DASA
- Fingerprint Clearance
- School District Statement of Recommendation

## 2<sup>nd</sup> – 4<sup>th</sup> Temporary Renewal Requirements:

- Valid First Aid and CPR Certificates
- Coursework per the requirements of the pathway chosen (Individual or NFHS):
  - For the **Individual** Pathway, the Philosophy, Principles and Organization of Athletics (PPO) must be completed by the 3<sup>rd</sup> renewal. Health Sciences Applied to Coaching and Theory & Techniques of Coaching (Sport Specific) must be completed by the 5<sup>th</sup> renewal or the 5 year rule.
  - For the **NFHS** pathway, the AIC-Level 1 must be completed by the 3<sup>rd</sup> renewal. The Verification of Sport Specific Internship and the CIC-Level 2 must be completed by the 5<sup>th</sup> renewal or the 5 year rule.
- Verification of Workshops: Child Abuse, Violence Prevention and DASA
- Fingerprint Clearance
- School District Statement of Recommendation

### Professional Coaching License Requirements:

- Possess a minimum of 3 Temporary Coaching License
- Valid First Aid and CPR Certificates
- Coursework:
  - For the **Individual** Pathway, PPO, Health Sciences Applied to Coaching and Theory & Techniques (Sport Specific).
  - For the **NFHS** Pathway, AIC-Level 1, CIC- Level 2, and the Verification of Sport Specific Internship
- Verification of Workshops: Child Abuse, Violence Prevention, and DASA
- Fingerprint Clearance

### Professional Coaching License Renewal Requirements:

- Valid First Aid and CPR Certificates
- Coursework:
  - For the **Individual** Pathway, PPO, Health Sciences Applied to Coaching and Theory & Techniques (Sport Specific).
  - For the **NFHS** Pathway, AIC-Level 1, CIC- Level 2, and the Verification of Sport Specific Internship.
- Verification of Workshops: Child Abuse, Violence and Prevention and DASA
- Fingerprint Clearance
- Satisfactory evaluations for each year coached under a Professional Coaching License

Requirements



# **COURSES ACCEPTED AS MEETING THE COACHES' FIRST AID REQUIREMENTS AS OF FEBRUARY 2019**

**FIRST AID** – All cards and/or certificates must be renewed per certifying agency requirements. COMPLETELY ONLINE COURSES ARE **NOT** ACCEPTED. ALL COURSES MUST INCLUDE HANDS ON LEARNING.

Please note – Reviews and Update courses are only accepted with proof of taking the Initial course. Participant must possess a current certificate(s) (or equivalent) in order to take a review course. **Challenge** courses are **NOT** accepted by NYSED.

1. **NYS Education Department**

- An approved agency that offers First Aid using the SED course outlines and time requirements: 12 hours initial, 5/5 hours update (valid for 3 years)  
<http://www.nysed.gov/curriculum-instruction/approved-coaching-courses-information>

2. **American Red Cross Core Courses (additional course modules may be on the card, but only the core course is considered for acceptance)**

- Emergency Medical Response
- Lifeguarding
- Responding to Emergencies Adult and Child First Aid/CPR/AED
- Responding to Emergencies Adult and Pediatric First Aid/CPR/AED
- Shallow Water Lifeguarding (up to 5 ft)

3. **American Safety & Health Institute (ASHI)**

- Advanced First Aid

4. **Emergency Care & Safety Institute (ECSI)**

- Advanced First Aid, CPR, and AED
- Sports First Aid and Injury Prevention – NYS Coaches
- Wilderness First Aid

5. **National Safety Council**

- Advanced First Aid, CPR, and AED

6. **NYS Department of Health (DOH) Bureau of Emergency Medical Services**

- Certified First Responder

SED does not require the following to have separate certification in First Aid to coach, however, a VALID CPR CERTIFICATE WILL BE REQUIRED: Certified EMT and Paramedic, Fire and Police Officers (full time), All Nurses (RN, LPN, NP), Physician/Physician Assistant (MD, DO), Certified Athletic Trainer, Dentists, Physical Therapists, Optometrists

Note: For the most current list of approved providers, please visit:

<http://www.nysed.gov/common/nysed/files/programs/curriculum-instruction/courses-accepted-coaches-first-aid-and-cpr-aed-requirement.pdf>





# **COURSES ACCEPTED AS MEETING THE COACHES' CPR REQUIREMENTS AS OF FEBRUARY 2019**

**CARDIOPULMONARY RESUSCITATION (CPR)/AUTOMATIC EXTERNAL DEFIBRILLATOR (AED)** - All cards and/or certificates must be renewed per certifying agency requirements. COMPLETELY ONLINE COURSES ARE **NOT** ACCEPTED.

**1. NYS State Education Department**

- An approved agency that offers CPR using the SED course outlines and time requirements: 12 hours initial, 5/5 hours update (valid for 3 years)  
<http://www.nysed.gov/curriculum-instruction/approved-coaching-courses-information>

**2. American Heart Association Courses (AHA) Core Courses – May include RQI ecredential in addition to core course name**

- Advanced Cardiac Life Support (ACLS)
- Basic Life Support (BLS)
- Heartsaver CPR/AED (title may include pediatric, K-12 schools, or first aid)

**3. American Red Cross Core Courses (additional course modules may be on card, but only the core course is considered for acceptance)**

- Adult CPR/AED (Note: For High School level coaches only)
- Adult & Child CPR/AED
- Adult & Pediatric CPR/AED
- Basic Life Support for Health Care providers (BLS)
- CPR/AED for Professional Rescuers and Health Care Providers
- CPR/AED for Professionals (title may or may not include the term “rescuer”)
- Emergency Medical Response

- Lifeguarding
  - Lifeguarding/First Aid/CPR/AED
  - Responding to Emergencies Adult First Aid/CPR/AED  
(Note: for High School level coaches only)
  - Responding to Emergencies Adult and Child First Aid/CPR/AED
  - Responding to Emergencies Adult and Pediatric First Aid/CPR/AED
  - Shallow Water Lifeguarding (up to 5 ft)/First Aid/CPR/AED
4. **American Safety & Health Institute (ASHI)**
    - Adult CPR/AED (for High School level coaches only);Adult and Child CPR/AED; or Adult, Child and Infant CPR/AED
  5. **Emergency Care & Safety Institute (ECSI)**
    - First Aid, CPR and AED
    - Health Care Provider CPR & AED
    - Sports First Aid & Injury Prevention – NYS Coaches
  6. **National Safety Council (NSC)**
    - Adult and Child CPR & AED; or Adult, Child and Infant CPR/AED
    - Advanced First Aid, CPR, and AED
    - BLS Healthcare and Professional Rescuer
  7. **NYS Department of Health**
    - (DOH) Bureau of Emergency Medical Services Certified First Responder

Note: For the most current list of approved providers, please visit:

<http://www.nysed.gov/common/nysed/files/programs/curriculum-instruction/courses-accepted-coaches-first-aid-and-cpr-aed-requirement.pdf>



## EDUCATIONAL COURSE REQUIREMENTS FOR COACHING

A person coaching a non-contact/non-strenuous sport (bowling, golf, archer, shuffleboard, table tennis) need only complete the Philosophy, Principles and Organization of Athletics in Education (PPO) Course. This is normally a 3-credit college course or a 45-clock hour non-credit course.

A person coaching a strenuous/contact sport (football, soccer, track and field, cross county, gymnastics, wrestling, basketball, swimming, ice hockey, baseball, softball, lacrosse, field hockey, team handball, volleyball, tennis, fencing, crew, skiing, handball, and badminton), may follow either the **Individual Pathway** or the **NFHS pathway**.

For the **Individual Pathway**, an individual coaching a strenuous/contact sport(s) must complete:

- Philosophy, Principles, and Organization of Athletics in Education
- Health Sciences Applied to Coaching (a 3-credit or 45 clock hour course) and
- Theory and Techniques of Coaching (specific to the sport coached) (a 2-credit or 30 clock hour course)

For a complete list of approved coaching coursework agencies, please visit <http://www.nysed.gov/curriculum-instruction/coaching-courses-approved-agencies-location>.



Effective July 1, 2015, coaches in New York State will be able to pursue a second alternative pathway to complete the 3 NYS required coaching courses by utilizing the NFHS online coaching courses. For the **NFHS Pathway**, an individual coaching a contact/strenuous sport(s) must complete:

- NFHS Accredited Interscholastic Coach Certificate, AIC-Level 1 (online coaching course) which includes:
  - Fundamentals of Coaching (NYS Specific)
  - First Aid, Health and Safety for Coaches
  - Concussion in Sports and
  - One Sport Specific course of your choice.
- NFHS Accredited Interscholastic Coach Certificate, CIC-Level 2 (online coaching course) which includes
  - Fundamentals of Coaching (NYS Specific/Included in AIC)
  - First Aid, Health and Safety for Coaches (Included in AIC)
  - Concussion in Sports (Included in AIC)
  - One Sport Specific Course of your choice (Included in AIC)
  - \*Please note as of January 2017 name of course, Creating a Safe and Respectful Environment was changed to Bullying, Hazing and Inappropriate Behaviors
  - Strength and Conditioning

- Teaching and Modeling Behavior
  - Engaging Effectively with Parents
  - Sportsmanship
  - Two any-specific courses of your choice
  - Two any-specific courses of your choice and
- Internship Evaluation Information Form  
<http://www.nysed.gov/common/nysed/files/programs/curriculum-instruction/internship-evaluation-final-form-6-29-15.dd-nfhs1.pdf>).

Note: If using Option II – NFHS certification for additional specific sport certificate, the Regional Certification Office must submit directly to the Office of Teaching Initiatives, the Coaching Internship Attestation form for the sport and the NFHS Sport Specific course completed.



## **COACHING CERTIFICATION PROCESS FOR CERTIFIED TEACHER COACHES**

Individuals that hold a valid NYS teacher certificate do not need to apply for a Temporary or Professional Coaching License.

Physical Education teachers must have the following:

- Valid First Aid and Valid CPR Certificate

Teachers of subjects other than Physical Education must have the following:

- Valid First Aid and Valid CPR Certificate
- Philosophy, Principles and Organization of Athletics in Education completed within 2 years of their initial appointment as a coach – OR – AIC-Level 1.
- Health Sciences applied to Coaching and Theory & Techniques of Coaching (Sport Specific) completed within 5 years of their initial appointment – OR – CIC Level 2 and completion of an internship in accordance with guidelines.
- Verification of Workshops: Child Abuse, Violence Prevention, and DASA.

**Note: It is the responsibility of the school administration to monitor and require certified teachers to meet all requirements to coach.**



## **CONTACT US**

OCM BOCES

Attn: Teacher Certification

PO BOX 4754

Syracuse, NY 13221

Phone: (315) 433-2628

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