COACHING APPLICATION INSTRUCTIONS

All non-certified teacher coaches need to apply for a coaching license. Applications are submitted electronically through "TEACH Online Services," at the Office of Teaching Initiatives website as follows:
www.highered.nysed.gov/tcert

HOW TO APPLY

1. Click on "TEACH Online Services." If you do not have a NY.gov TEACH account, you must create one. If you have previously created a TEACH account, click "Login to TEACH." If you have forgotten your username and/or password click on the link to regain your access or you may contact the NYSED TEACH Helpline directly at: (518) 486-6041.

2. Once the log in is complete, click on "Apply for Certificate."

3. The area of interest for coaching is, Coaching. The subject area is, Coaching. The title is the sport that will be coached. Select a Regional Certification Office to review your application. This office is listed as Onondaga - Cortland - Madison BOCES.

SUPPORTING DOCUMENTATION

Please submit your supporting documentation to:
OCM BOCES, Regional Certification Office,
PO BOX 4754, Syracuse, NY 13221.

NOTE: Your Date of Birth and the last 4 digits of your Social Security Number must be posted on ALL documents!

1. Copies of valid First Aid and CPR cards

2. Certificate of completion for coaching courses (if posted on a transcript submit official/original college transcript).

3. NHFS Accredited Interscholastic Coach Certificate (AIC Level 1) and/or (CIC Level 2).

4. Satisfactory Coaching Evaluations

5. Verification of completion of workshops:*  
   a. Child Abuse workshop www.nysmandatedreporter.org (FREE)  
   b. S.A.V.E. / Violence Prevention workshop www.gstboces.org ($23.00)  
   c. DASA workshop www.ocmboces.org ($100.00) -OR-  
      Section III Athletics (315) 451-4588

*For a complete approved provider listing of all required workshops, click on the Topics A-Z found at the top of your TEACH Online Services account. Select the letter "W," click on the bullet subtitle of the workshop you are seeking.

FINGERPRINTING

Contact MorphoTrust at: www.identogo.com -OR- call: (877) 472-6915.
The cost is: $99.00. Service Code: 14ZGQT
Coaching Requirements:

1st Temporary Coaching License Requirements: (first coaching license)
> Valid First Aid and CPR Certificates (Updated / Review Courses not accepted)
> Verification of Workshops: Child Abuse, Violence Prevention, and DASA
> Fingerprint Clearance
> School District Statement of Recommendation

1st Temporary Renewal Requirements: (second coaching license)
> Valid First Aid and CPR Certificates
> Verification of Workshops: Child Abuse, Violence Prevention, and DASA
> Fingerprint Clearance
> School District Statement of Recommendation

2nd – 4th Temporary Renewal (third - fifth coaching licenses)
> Valid First Aid and CPR Certificates
> Coursework: Philosophy, Principles & Organization of Athletics (Individual Evaluation)
> NFHS Accredited Interscholastic Coach Certificate, AIC-Level 1 (NFHS pathway)
> Verification of Workshops: Child Abuse, Violence Prevention, and DASA
> Fingerprint Clearance
> School District Statement of Recommendation

1st Professional Coaching License Requirements:
> Valid First Aid and CPR Certificates
> Coursework: Philosophy, Principles & Organization of Athletics, Health Sciences Applied to Coaching, and Theory & Techniques of Coaching-Sport Specific (Individual Evaluation)
> NFHS Accredited Interscholastic Coach Certificates, AIC-Level 1 & CIC-Level 2 (NFHS pathway)
> Verification of Workshops: Child Abuse, Violence Prevention, and DASA.
> Proof of a minimum of 3 years experience as a NYS licensed coach, per sport.
> Verification of Sport Specific Internship (NFHS pathway)
> Fingerprint Clearance

Professional Coaching License Renewal Requirements:
> Valid First Aid and CPR Certificates
> Coursework: Philosophy, Principles & Organization of Athletics, Health Sciences Applied to Coaching and Theory & Techniques of Coaching-Sport Specific (Individual Evaluation)
> NFHS Accredited Interscholastic Coach Certificates, AIC-Level 1 & CIC-Level 2 (NFHS pathway)
> Verification of Workshops: Child Abuse, Violence Prevention, and DASA
> Satisfactory evaluations for each year coached under a Professional Coaching License
> Fingerprint Clearance

Disclaimer: This pamphlet is intended to serve as a guide to assist in the certification process according to the Regulations of the New York State Commissioner of Education and is not intended to provide a final, definitive interpretation of those regulations, nor a final evaluation of credentials and experience in individual cases.
COURSES ACCEPTED AS MEETING
THE COACHES FIRST AID AND CPR/AED REQUIREMENT
(Update) August 2016

*FIRST AID – All cards and/or certificates must be renewed per certifying agency requirements

NO FULLY ONLINE COURSES ARE ACCEPTED. ALL COURSES MUST INCLUDE HANDS ON LEARNING.

*Please note- Review courses are only accepted with proof of taking 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. A NYS State Education Department 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.p12.nysed.gov/ciai/pe/coaching.html (- Click on Toolkit, then on Approved Coaching Courses)

2. American Red Cross
   o Responding to Emergencies First Aid
   o Responding to Emergencies Comprehensive First Aid
   o Responding to Emergencies Comprehensive First Aid /CPR/AED
   o Responding to Emergencies Adult and Child First Aid/CPR/AED
   o Responding to Emergencies Adult and Pediatric First Aid/CPR/AED
   o Responding to Emergencies Adult and Pediatric First Aid/CPR/AED and Bloodborne Pathogens Training
   o Responding to Emergencies Adult and Child First Aid/CPR/AED and Bloodborne Pathogens Training
   o Emergency Medical Response
   o Lifeguarding
   o Shallow Water Lifeguarding
   o Water Attraction Lifeguarding
   o Lifeguarding/First Aid/CPR/AED
   o Lifeguarding/First Aid
   o Waterfront Lifeguarding

3. American Safety & Health Institute (ASHI)
   o Advanced First Aid

4. Emergency Care & Safety Institute (ECSI)
   o First Aid, CPR, and AED
   o Wilderness First Aid
   o Sports First Aid and Injury Prevention

5. National Safety Council
   o Advanced First Aid, CPR, and AED

6. NYS Department of Health (DOH) Bureau of Emergency Medical Services
   o Certified First Responder

SED does not require the following to show separate certification in First Aid to coach, HOWEVER A VALID CPR CERTIFICATE WILL BE REQUIRED:

a. All Nurses (RN, LPN, NP)  b. Physician – Physician Assistant (MD, DO)  c. Certified Emergency Medical Technicians (EMT) and Paramedic  d. Certified Athletic Trainer (ATC)  e. Fire & Police Officers (full time)  f. Dentists (Includes Oral and Maxillofacial Surgeons)  g. Physical Therapists  h. Optometrists
*ADULT CARDIOPULMONARY RESUSCITATION (CPR) – All cards and/or certificates must be renewed per certifying agency requirements NO  

ONLINE COURSES ARE ACCEPTED

1. A NYS State Education Department approved agency that offers CPR using the NEW SED course outline and time requirements: 2.5 hours Initial; 1.5 hours update (must be renewed every 2 years to be valid) check out www.emsc.nysed.gov/ciai/physed.html – Click Toolkit, then on Approved Coaching Courses)

2. American Heart Association Courses (AHA)
   - Advanced Cardiac Life Support (ACLS)
   - Basic Life Support for Health Care Providers (BLS Provider)
   - Heartsaver CPR/AED
   - Heartsaver First Aid/CPR/AED

3. American Red Cross Courses
   - Basic Life Support for Health Providers (BLS)
   - CPR/AED for Professional Rescuers and Health Care Providers
   - CPR/AED for Professionals
   - Adult CPR/AED (Note: For High School level coaches only)
   - Adult & Child CPR/AED
   - CPR/AED for the Professional Rescuer
   - Lifeguarding
   - Lifeguarding/First Aid/CPR/AED
   - Waterfront Lifeguarding
   - Shallow Water Lifeguarding
   - Water Attraction Lifeguarding
   - Emergency Medical Response
   - Responding to Emergencies Comprehensive First Aid/CPR/AED
   - Responding to Emergencies Adult and Child First Aid/CPR/AED
   - Responding to Emergencies Adult and Pediatric First Aid/CPR/AED
   - Responding to Emergencies Adult and Pediatric First Aid/CPR/AED and Bloodborne Pathogens Training
   - Responding to Emergencies Adult and Child First Aid/CPR/AED and Bloodborne Pathogens Training

4. American Safety & Health Institute (ASHI)
   - Adult CPR/AED (For High School Coaches only)

5. Emergency Care & Safety Institute (ECSI)
   - First Aid, CPR and AED
   - Sports First Aid & Injury Prevention-NYS Coaches
   - Health Care Provider CPR & AED

6. National Safety Council (NSC)
   - Adult and Child CPR & AED
   - Adult, Child and Infant CPR/AED
   - BLS Healthcare and Professional Rescuer

7. NYS Department of Health (DOH) Bureau of Emergency Medical Services
   - Certified First Responder

*For further clarification on other specific First Aid/CPR/AED certifications not listed, please contact the Associate in Physical Education at (518) 474-5922.