

**Coaches Needs (ALL must be completed and turned in prior to 1<sup>st</sup> day of coaching)**

**Leave yourself several weeks to let the ODE process your license. Cannot coach without it!**

- 1) BCI and/or FBI (due when you first are employed) – FBI is due every 5 years
  - a. Mercer County ESC – 441 East Market Street, Celina, Ohio
  - b. Get a form from Central Office to take with you
  - c. Take \$60 Cash (\$30 if just doing FBI) – No Checks (Bring me a receipt and I will reimburse you)
  - d. Have them send results to:
    - i. Coldwater Schools
    - ii. Ohio Department of Education
- 2) CPR – Every 2 years (need current certification)
  - a. Thursday, June 20<sup>th</sup> at 9:00 a.m. or 5:00 p.m. at Coldwater High School **(RSVP)**
  - b. No cost
  - c. If date has passed, our trainer will certify you at her convenience
- 3) Sports Medicine Class (First Aid Training Class) – Every 3 to 5 years depending on your license (See me for other locations if these do not work).
  - a. July 17<sup>th</sup>, 2019 at 9:00 a.m. – New Bremen High School (Gary Jones 419-629-8606)
  - b. Oct 10<sup>th</sup>, 2019 at 5:30 p.m. – New Bremen High School (Gary Jones 419-629-8606)
  - c. See me for list of other area classes if these do not work. Do this well in advance.
- 4) Online Fundamentals of Coaching Class – **One time only**
  - a. [www.coldwaterathletics.org](http://www.coldwaterathletics.org)
  - b. Mouse Over: “More” and scroll down to “Coaches Page”
  - c. Click: “Coaches Online Courses Website”
  - d. Click: “Fundamentals of Coaching”
  - e. Takes about 4-5 hours – do not have to complete all at once
  - f. You will have to pay for this with a credit card (around \$65)
    - i. Print off receipt and bring it to me for reimbursement
  - g. Bring me a copy of your certificate of completion
- 5) Online Concussion Course – Every three years
  - a. [www.coldwaterathletics.org](http://www.coldwaterathletics.org)
  - b. Mouse Over: “More” and scroll down to “Coaches Page”
  - c. Click: “Coaches Online Courses Website”
  - d. Click: Concussion Courses
  - e. Click: Concussion in Sports (2<sup>nd</sup> one down)
  - f. Takes about 15 minutes
  - g. This is a Free course
  - h. Bring me a copy of certificate of completion
- 6) Sudden Cardiac Arrest Course – Every Year
  - a. [www.coldwaterathletics.org](http://www.coldwaterathletics.org)
  - b. Mouse Over: “More” and scroll down to “Coaches Page”
  - c. Click: Ohio Department of Education (Sudden Cardiac Arrest)
  - d. Scroll down to: “For Coaches”
  - e. Watch Video and Read SCA Informational Handout
  - f. Got back to Coaches Page on Website
  - g. Click: Sudden Cardiac Arrest Signature Form – Print off, Sign, and return to me

- 7) Apply for License – Done now through OH|ID (Information from SAFE account should transfer over to OH|ID)
  - a. Go to: [coldwaterathletics.org](http://coldwaterathletics.org)
  - b. Mouse over: “More”
  - c. Go down to: “Coaches Page”
  - d. Click: “Ohio Department of Education (Coach Certification Website)”
  - e. Scroll down to: “GO – Application Instructions” (down under # 5 for Sudden Cardiac Arrest)
  - f. Click: “OH|ID Account”
  - g. Click: “All Other Users”
  - h. If you don’t have an existing OH|ID account, click on “Create New Account”
  - i. Once logged in, click on “Department of Education Profile Setup” to create or activate your Profile  
\*This is the step where you may have issues. See us if you do.
- 8) Intent Form turned in – Available under coaches page on website