# **FAQ about Coach Safely**

#### How do I get certified?

If you plan to coach, you must make sure your community sport representative has your full name and email address. They will then put that information in an Excel sheet.

That excel sheet will be sent to the Parks and Recreation Department (MCPR) and/or sports league.

Only information given by Reps or League officials will be used for registration (please don't send individually to MCPR).

Once registered by MCPR or sports league you will receive an email invite to take the Coach Safely course.

When course is complete, you will receive an email with an attached Certificate. Save for your files.

#### Do I need to give My Coach Safely certificate to someone?

You will not need to turn in to sports league or MCPR for regular season. We already have access to list of those who completed course. However, most post-season events (especially ARPA) and all-stars require a printed copy on hand. Some communities may require a hard copy also.

#### How often do I have to take this course?

The certification is good for <u>1 year</u>. When your certification lapses, you will receive an email reminder from Coach Safely with link to complete again.

### How long does course take?

About an hour. Most of the course is watching videos followed by test at the end.

### Can I register myself?

Unfortunately, no. Only an ARPA (Alabama Recreation and Parks member organization can register coaches at this time.

# I didn't get an invite. What do I do?

First, check your junk file. Some email setting may send it there. If not there, information could easily have been entered wrong into excel sheet. Contact league rep or MCPR to make sure information is correct.

## What if I don't complete course?

Coaches who have not completed the course, by law, should not be coaching youth sports in the state of Alabama. MCPR will bar any coach that is discovered coaching without certification until it is complete.