

## Head Coaches' Check List

No.	Item	By/On	
1	Provide proof of US LAX membership as a coach current through May 31, YYYY. Register or renew on line at <a href="https://secure.uslacrosse.org/default.cfm?fuse_action=NewMem">https://secure.uslacrosse.org/default.cfm?fuse_action=NewMem</a> or if available register online through your club's website. <i>Complete before practice starts.</i>	1/20/YY	Mandatory
2	Provide scanned copy of current driver's license to _____.	1/20/YY	Mandatory
3	Complete and return W-9 ( <i>If a paid position</i> )	1/20/YY	Mandatory
4	Review Independent contractor/employment agreement, sign and return one copy to _____.	1/20/YY	Mandatory
5	Complete background check as required. (US LAX recommends National Center for Safety Initiatives <a href="http://www.ncsisafe.com">http://www.ncsisafe.com</a> ). <i>Complete before practice starts.</i>	1/20/YY	Mandatory
6	Complete <b>On Line</b> Level 1 course <a href="http://www.lacrosse.org/cep/online.phtml">http://www.lacrosse.org/cep/online.phtml</a> . Access to drills and skills after completing this course make this a worthwhile investment of time. <i>Complete before practice starts.</i>	2/DD/YY	Mandatory
7	Provide proof of completion of PCA training (signed and dated card) within the past 36 months. Check the NCJLA website ( <a href="http://www.ncjla.org">www.ncjla.org</a> ) for the dates and locations of PCA training sessions in your area. The Online PCA course, although not as good as the workshop is an alternative. Go to <a href="#">PCA Coaches Online sign up page</a> .	2/26/YY	Mandatory
8	Participate in NorCal Coaches Lacrosse Convention, January DD, 20YY; Register at <a href="http://www.norcallacrosse.org/coach/clc.htm">http://www.norcallacrosse.org/coach/clc.htm</a> . <i>Determine if your club will do group registration and/or reimburse coaches for this expense.</i>	1/30/YY	Optional
9	Participate and complete Level 1 coach's clinic. Sign up on line at <a href="http://www.uslacrosse.org/cep/instructional.phtml">http://www.uslacrosse.org/cep/instructional.phtml</a> . DLA will reimburse participants who complete the course and provide proof of registration.	1/30/YY	Optional
10	Complete <b>On Line</b> Level 2 course. The cost is \$____.00. Sign up on line - <a href="http://www.uslacrosse.org/cep/online.phtml">http://www.uslacrosse.org/cep/online.phtml</a> . <i>Determine if your club will reimburse coaches for taking this online course.</i>	1/30/YY	Optional
11	Complete Level 2 Coach's Clinic. The cost is \$____.00. Check sessions in your area and sign up on line at <a href="http://www.uslacrosse.org/TopNav2Right/EducationTraining/USLCoachingEducationProgram/CEPInstructionalClinics/Level2Clinics.aspx">http://www.uslacrosse.org/TopNav2Right/EducationTraining/USLCoachingEducationProgram/CEPInstructionalClinics/Level2Clinics.aspx</a> . <i>Determine if your club will reimburse coaches for taking this online course.</i>	1/30/YY	Optional
12	Complete and submit documentation to be a <b>Certified</b> Level 1 or Level 2 coach - <a href="http://www.uslacrosse.org/TopNav2Right/EducationTraining/USLCoachingEducationProgram/CEPCertification.aspx">http://www.uslacrosse.org/TopNav2Right/EducationTraining/USLCoachingEducationProgram/CEPCertification.aspx</a>	1/30/YY	Optional
13	Complete <a href="#">CDC Online concussion training</a>	2/1/2011	Mandatory