



HOCKEY TRAINER CERTIFICATION PROGRAM



The HTCP is a risk management and safety education program for the volunteer hockey trainer. The ultimate goal of the program is to have all Hockey Trainers implement effective risk management on their own teams, where safety is the first priority at all times, both on and off the ice. All Hockey trainers should utilize a proactive, preventative approach to safety while being prepared to react in the event of accidents, injuries, or medical emergencies.

The HTCP is designed to educate people in the prevention, recognition and treatment of hockey related injuries. The HTCP offers three levels of certification, which are designed to assist the individual trainer as his or her experience grows. Program content, administration and policies are established through the HDCO Trainers Committee and through consultation with Hockey Canada's National Trainers Committee.

HTCP LEVEL I CLINIC

The HTCP Level I program is the introductory level of the program, which introduces the participant to the principles of injury and risk management.

Topics include:

- Hockey Trainer's Responsibilities
- Code of Ethics / Fair Play Codes
- Risk Management
- Medical History Files
- Abuse and Harassment
- Emergency Action Plan
- Protective Equipment
- Injury Prevention Techniques
- Injury Management Principles
- Recognition of Life Threatening Injuries
- Soft Tissue Injuries
- Spinal Injuries/Concussions
- Removing Players from Action/Coordinating Return to Play
- Nutrition and Hydration, Hygiene, Performance Enhancing Drugs HIV and Hockey, Exercise Induced Bronchospasm

Clinic Length:

The HTCP Level I Clinic requires a minimum of 7.5 hours to cover the content of the program.

Guidelines & Considerations:

1. 100% attendance is mandatory.
2. Examination in class is 75% passing grade
3. Re-certification is required every 3 years with a universal expiration date of August 31/yr.
4. No equivalencies are permitted (Medically Trained individuals must complete and pass a Level 1 Trainer Course)

Minimum Age to Attend:



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A participant must be a minimum of 16 years of age to be certified.

HTCP ON-LINE LEVEL I & LEVEL I REFRESHER COURSE

The new HTCP Level 1 and Level 1 Refresher e-learning courses provide a simple and convenient method of certification and are designed to be accessible from any personal computer. It is presented as an online curriculum and includes interactive multi-media tutorials, quizzes and printable downloads. It also enables students to access online resources and complete the learning modules at their own pace. The online version incorporates the content of the current HTCP Level 1 curriculum and requires the participant to complete each module and successfully pass an examination at the conclusion of the course.

The HTCP is designed to educate people in the prevention, recognition, and management of hockey-related injuries and is the only sport-specific risk management, injury management, and safety education program in Ontario.

The Hockey Development Centre for Ontario (HDCO) is the administrative body responsible for overseeing the delivery of the HTCP in Ontario and works closely with its Member Associations to provide education for trainers across the province.

Courses are available at www.hdco.on.ca

Re-Certification Eligibility

The clinic is available for participants who's HTCP Certification expires on August 31st of the current year. This course will only be available for participants who are renewing for the first time following attendance at a full Level I clinic or completion of the On-Line Level I Course.

Minimum Age to Attend

A participant must be a minimum of 16 years of age to be certified.

HTCP - Level II

The HTCP Level II program has been designed to be flexible with the participant in mind. This level has several avenues that the participant can choose from to obtain certification in the Level II program

The Level II is the recognition of a current Level I trainer who has obtained a (minimum) Standard or Advanced First Aid card from a recognized first aid provider group. The first aid card must also be valid for the entire hockey season (September to April). Expiration dates will vary according to the guidelines established by the first aid provider. In order to maintain/renew Level 2 status, you must keep your first aid current and provide proof of re-certification prior to the expiry date on your trainers ID card.

The HTCP also recognizes those individuals who have certain medical qualifications, which are deemed of a higher qualification than that of a standard first aid. Those individuals having full accreditation in the following areas are able to apply for HTCP Level II status once they have successfully completed the Level I program: **Medical Doctor, Registered Nurse, Occupational Health Nurse, Physical Therapist, Athletic Therapist (CATA C.), Ambulance Attendant, Paramedic, Fire Fighter, Chiropractor, Physiotherapist, Dentist, Registered Respiratory Therapist (RRT), Podiatrist and *Military Medic**



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(*all qualifications must be licensed in Canada). In all circumstances, the individual must provide proof of qualification to the ODHA Technical Director for proper certification to be issued. In order to maintain/renew Level 2 status, you must provide proof of re-qualification (recognized credentials) prior to the expiry date on your trainers ID card.

To upgrade to level II you must send to the ODHA:

- Your complete name and contact info including phone number & email address
- Date of Birth
- Your current HTCP Level 1 certification number
- Copy of your Advanced or Standard First Aid and CPR certification
- \$10.00 upgrade fee payable by cheque or credit card (Visa, M/C)

HTCP LEVEL III CERTIFICATION:

The HTCP Level III is an advanced program, providing the participant the opportunity to enhance their skill and knowledge level. The course is open to trainers regardless of the age group they are currently working with. Participants must currently be a certified Level II trainer. Course length is 9 hours.

Topics include:

- Practical, Team, Travel Nutrition
- Shoulder and Knee Injuries
- A Review of Head, Spinal and Severe Laceration Injuries
- Introduction to Athletic Taping Skills

Clinic Length: 9 Hours, (usually a day and a half in length)

Re-certification: Required every 3 years with a universal expiration date of August 31/Yr.

WHEN AND HOW TO RE-CERTIFY:

A] TRAINER CERTIFICATION - LEVEL 1

when an individual is certified as a trainer at this level, he is given a card on which the 'Expiry Date' is to be inserted. The date is always shown as August 31/Yr.

At this level the certification period is 3 years.

It is the responsibility of each Trainer to ensure that he/she renews his/her certification; basically the individual should renew his/her certification before the expiration date, or in the series of clinics held in the fall [i.e. Sept to Nov] immediately following the expiration date. For example, an individual whose certification expired this past August [i.e. August 31, 2011] would be expected to recertify during the 'clinic season' Sept/11 to Nov/11. An individual in this situation is considered not to have allowed his/her certification to lapse.

An individual, whose certification expired August 31 of any year prior to 2010, is considered to have allowed his/her certification to lapse. Such an individual would be expected to retake the full Level 1 clinic either in class or



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on line.

All individuals, regardless of any medical or other qualifications, who register as a team trainer must take the Level 1 clinic - no exceptions.

B) TRAINER CERTIFICATION - LEVEL 2

an individual who furthers his/her Level 1 qualifications by taking a **ADVANCED** or **STANDARD FIRST AID** course, including CPR instruction; or who is currently qualified and working in a Group known to have more stringent First Aid / medical requirements can be upgraded to a Level 2.

During the Level 1 clinic, instructors will advise all candidates on how to obtain their Level 2 certification. As well, any individual who can show the instructor that they hold valid qualifications per the above will, after successful completion of the Level 1 exam, be upgraded to Level 2 before they leave the clinic.

Others who either can't provide the requisite documents, or who obtain their First Aid training at some point during their 3 year Level 1 certification period, are instructed to contact the ODHA office for procedures to obtain their upgrade.

At the time the upgrade to Level 2 is given, the expiry date is entered on the Trainers Certification card. Again, it is the responsibility of the individual to ensure that his Trainers Certification is renewed **PRIOR TO** the expiry date shown on his/her card.

As noted above the 'clinic season' is from September to November each year, and for that reason a 'GRACE PERIOD' can be extended to those individuals whose cards expired on August 31st of the year in question. That is for someone whose card expired on August 31, 2010, the Grace Period is Sept to Nov. 2010. For those whose cards expired on August 31, 2009 or earlier, the Grace Period has expired.

Once a Trainer is upgraded to Level 2 under our program, he/she can maintain this level, by advising the ODHA office that, while his/her Trainers Card is about to expire, his/her First Aid or other medical qualifications are still valid and he/she wishes to renew his/her Level 2 hockey certification. In this case, the expiry date applied to the new card will be determined by the ODHA office and will be based on the remaining period of certification for his/her First Aid or other medical qualifications.

For example, an individual whose Trainer Level 2 card expires on August 31, 2010, but has a valid First Aid certification from Canadian Red Cross, which expires in June, 2011, would have his/her Level 2 card extended to August 31, 2011. Between June and August of 2011, the individual hopefully renews his/her First Aid with CRC for an additional 3 years; then prior to August 31, 2011 he/she would again contact the ODHA office who would then issue a Level 2 card valid until 2014.

A Paramedic, physician, nurse, police officer, fire fighter, etc. whose Level 2 card expires on August 31, 2010 would also contact the ODHA office, and once the office is satisfied that this individual is currently qualified with their professional organization they will be recertified at Level 2 for a full 3 year period.

Any other question or concerns, please contact Jeff Baker (ODHA Technical Coordinator) at (613) 224-7686 or tc@odha.com

