

Hockey Trainers Certification Program (HTCP)

HTCP - Level I

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

Topics include:

- Purpose of the Program**
- Fair Play Codes
- Hockey Trainer's Responsibilities
- Risk Management
- Medical Information Files and Injury Reporting
- First Aid Kit
- Bullying, Harassment and Abuse*
- Protective Equipment and Hygiene
- Injury Prevention Techniques
- Emergency Action Plan **
- Injury Management Principles**
- Injury Recognition and Management **
- Spinal Injuries and Concussions **
- Injuries and Illness **
- Removing Players From Action/Coordinating Return to Play**
- Nutrition and Hydration, Hygiene, Performance Enhancing Drugs HIV and Hockey, Exercise Induced Bronchospasm **

Level 1 Expiration Date:

All HTCP Level 1 certification expiration dates will be universal. This date will be August 31st/YR and will be for a maximum of three (3) years.

Requalification:

As a minimum standard, participants must re-qualify by participating in a HTCP Level 1 refresher program format every three years and achieve a passing mark on the exam. Member Associations may at their discretion, extend the period of requalification within a reasonable timeframe and under normal circumstances not to exceed October 31/YR. Regardless of this extension, the universal expiry date remains August 31/YR. NOTE: If lapsed past the requalification timeframe, a participant will be considered NEW and must complete the HTCP Level 1 full course.

Options:

- Participant may re-qualify by completing the HTCP Level I full course every 3 years (classroom or E-Learning).
- Participant whose HTCP certification expires on August 31st of the current year may re-qualify by completing the HTCP Level 1 refresher program (classroom or E-Learning).

Course Length:

e-Learning Standard Level 1 approx. 6 hours

e-Learning Level 1 Refresher approx. 3 hours

Re-certification: Every 3 years with a universal expiration date of August 31/yr.

No equivalencies are permitted

Examination 75% passing grade

Age Requirement:

The minimum age in which a participant can be certified as trainer in the HTCP is 16 years of age, however, the trainer must be at least 2 years older than the team age for which they are a trainer. It is highly recommended that this age group work as an assistant trainer for one (1) year prior to being allowed to take full responsibility for a team.

(*) The Bullying, Harassment and Abuse component that is included in the HTCP is a condensed version derived from the Speak Out/Respect in Sport program. This module discusses specific topics relating to the hockey trainer, however, it is not a substitute for this program course. Please contact your Branch/Division for further information on Speak Out/Respect in Sport.

(**) Denotes topics included in the Level 1 Refresher.

HTCP - Level 2

The HTCP second level of certification recognizes a minimum credential of Standard or Advanced First Aid cards with CPR Level C. *AED training is strongly recommended. Also, individuals that have certain types of medical or para-medical training can be issued Level 2 status. In all circumstances, to obtain Level 2 status the participant must possess HTCP certification which is valid at the time at which the Level 2 status is granted.

Options:

Certification at Level 2 is achieved by one of the following methods:

- Recognition of a Standard First aid or Advanced First Aid card from an Ontario WSIB recognized FADO (First Aid Delivery Organization) or when a member association hosts a Standard or Advanced First Aid course. The FADO's recognized by the HTCP and its members for the purpose of providing First Aid, CPR and AED training are listed with the Ontario WSIB.
- Upon successfully completing the approved HDCO program (HTCP Level I) any individual who has the following professional qualifications, certified to work in Canada and is practicing, can be granted Level 2 status: - Registered Nurse - Occupational Health Nurses - Chiropractors - Physicians - Basic Trauma Life Support (B.T.L.S.) - EMCA certified - CATA/NATA - Military Medics (valid for 2 years from end of service data) (Qualifications must be licensed in Canada) - Physiotherapist - Dentist - Registered Respiratory Therapist (RRT) - Podiatrist

Level 2 Expiration Date:

Expiration dates continue to apply to Level 2 equivalencies and may not exceed three (3) years with the expiration date no later than August 31/YR. If the First Aid card expires during the hockey season (September 1 to April 30) then the Level 2 certification shall be backdated to no later than August 31/YR. If the First Aid card expires between May 1 and August 31 than the actual date of certification expiry will be the date of expiry of the First Aid card. The HTCP and its member associations recognize that if no expiration date is stated on the FA card, the member associations will assume the FA card is valid for two (2) years. There are some FA instruction companies that provide for a three (3) year expiration. For professional qualifications, the universal expiry date of August 31/YR will apply.

Requalification:

Those who have Level 2 status may continue to renew by ensuring they keep their qualifications updated with the applicable member association by providing proof of requalification. Member Associations may at their discretion, extend the period of requalification within a reasonable timeframe and under normal circumstances not to exceed October 31/YR. Regardless of this extension, the universal expiry date remains August 31/YR. NOTE: If lapsed past the requalification timeframe, a participant will be considered NEW and must complete the HTCP Level 1 full course.

HTCP - Level 3

The HTCP Level 3 is considered an advanced course providing the participant the opportunity to advance his/her skill level and knowledge. The course is open to trainers regardless of the age group they are currently working with.

- Pre-requisite of HTCP Level 2
- In-class course length 9 hours minimum
- Examination (take home)
- Universal Expiration date of Aug 31/YR (08/31/YR)
- No Equivalency

No equivalency shall be granted for Level 3. Any trainer taking the Level 3 course, must be a valid (current) HTCP Level 2. Certification is valid for three (3) years and uses the same expiration dates and rules as the Level I.

Level 3 Expiration Date:

All HTCP Level 1 certification expiration dates will be universal. This date will be August 31st/YR and will be for a maximum of three (3) years.

Requalification:

As a minimum standard, participants must re-qualify by participating in a HTCP Level 3 program format every three years and achieve a passing mark on the exam. If HTCP Level 3 certification is allowed to lapse for more than one (1) year, the participant must re-certify Level 2 or use their existing status as a level 2 to re-qualify for Level 3. NOTE: If lapsed beyond this requalification timeframe, a participant will be considered NEW and must complete the HTCP Level 1 full course.

Subjects include:

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

Examination:

Participants are requested to take the examination home
Grading the examination is conducted by the HDCO or host Member Association.
Passing grade is 75%