



## FSJ MINOR HOCKEY CLINIC REGISTRATION INFORMATION

### Volunteer Requirements:

#### HEAD COACH & Assistant Coaches

- criminal record check
- completion of coaching course COACH 2 for Novice and above (formerly known as HYBRID and/or STREAM) or registered to do so (final opportunity to take coaching clinic is often mid-November)
- CATT - Concussion Awareness Training Tool certificate
- Respect In Sport (RIS) (or Speak Out) certificate
- Initiation coaches require Coach 1, CATT, RIS and CRC

#### ON ICE HELPERS – On-ice helpers are not approved to be on bench during games, only during practice.

- Criminal record check
- Respect In Sport certificate
- CATT

#### HCSP (Hockey Canada Safety Person)

- criminal record check,
- Hockey Canada Safety Program (HCSP) course completion
- CATT - Concussion Awareness Training Tool certificate
- Respect In Sport certificate

From the list above, confirm which Volunteer Role you are considering helping with and the Instructions below will help you navigate to the required course, online registration, etc. Scroll down to the required information and follow the instructions provided to assist.

All Course fees will be reimbursed. Print off your payment receipt and bring to FSJ Minor Hockey Office for refund. COACH 2 Refunds will be provided once you have completed your Post Task.

CATT Concussion Awareness Training Tool is FREE.

**All Volunteers are required to provide a valid Criminal Record Check – FSJ Minor Hockey Expiry is 3 years for Criminal Record Checks.**

### CRIMINAL RECORD CHECK:

If you require a Criminal Record Check completed for BC Hockey, it should be done through the Ministry of Justice website using the following procedure.

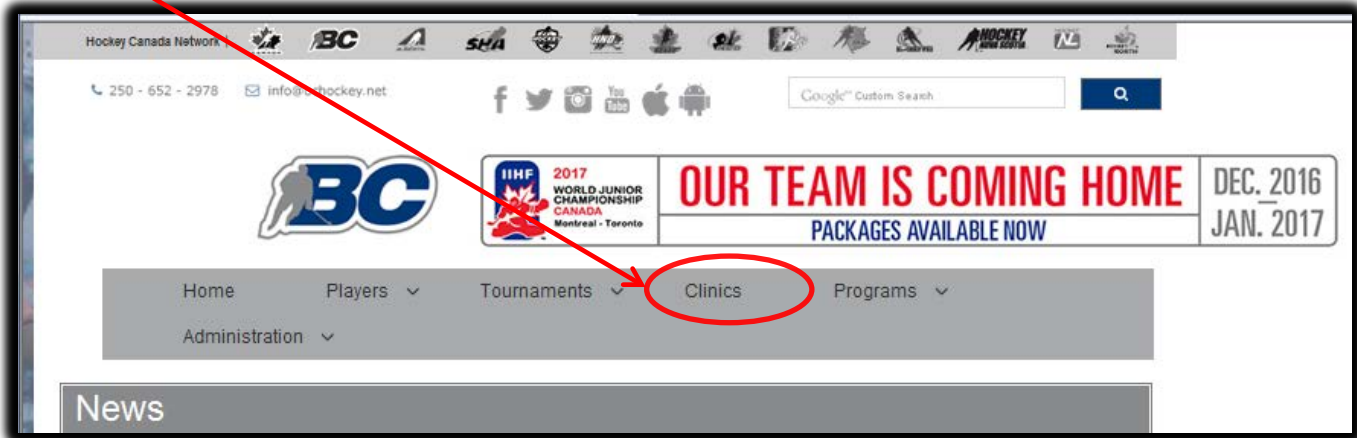
- Visit the Ministry of Justices website <https://justice.gov.bc.ca/eCRC/>
- Scroll to BC Criminal Record Check Process
- Enter FSJ unique access code A9AVJ2AHFY
- Click Share the result of a Completed Criminal Record Check

Once complete the results will be delivered directly to BC Hockey's authorized contact person for privacy and confidentiality.

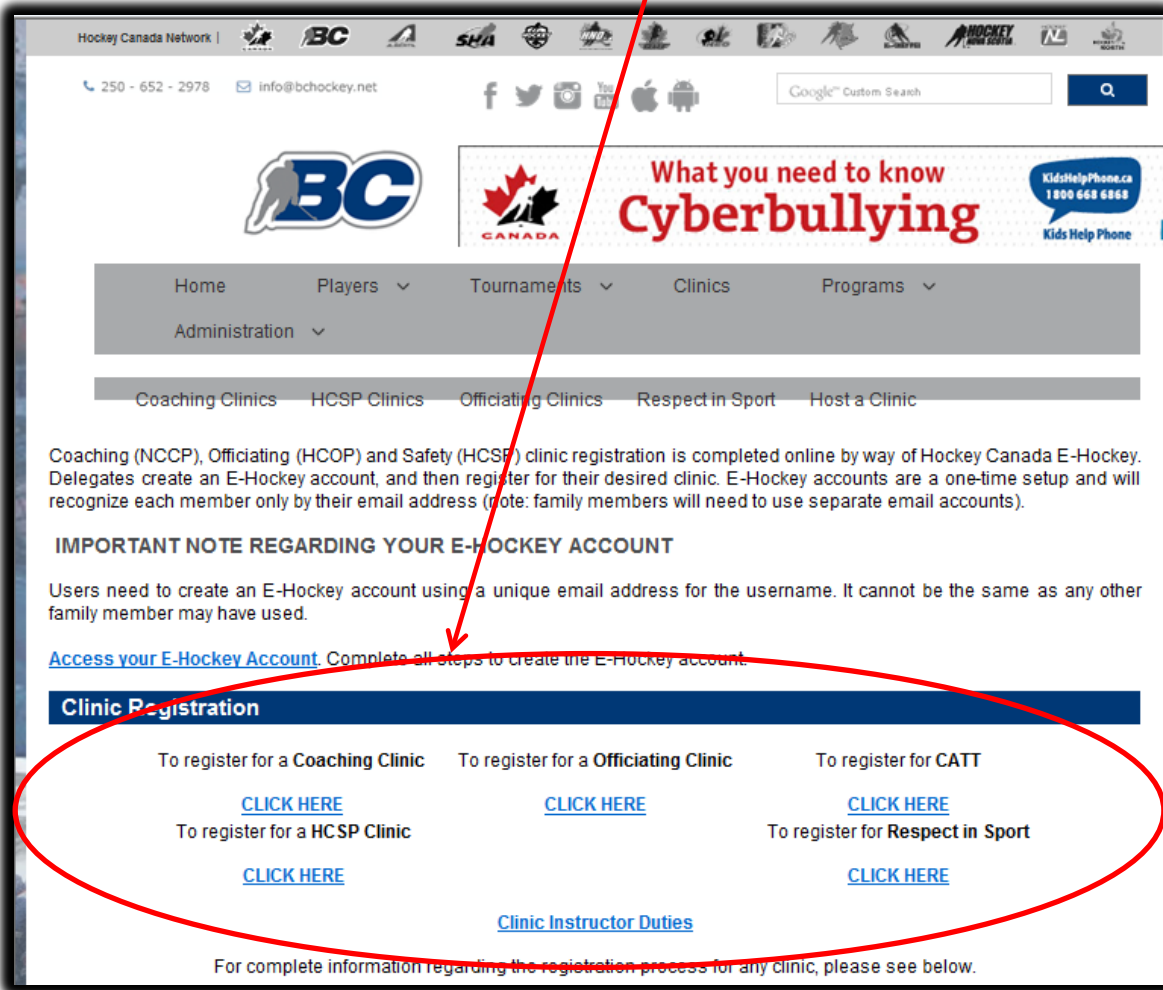
The Ministry of Justice online Criminal Records Review Program allows you to share your CRC between organizations that are enrolled in the online service and additional information can be found on their website.

**ACCESS TO ALL OTHER REQUIRED CLINICS/TRAINING IS THROUGH BC HOCKEY WEBSITE:**

To access on-line Clinics and Register for Coaching Clinic – go to BCHockey.net – and from the screen below, select ‘Clinics’

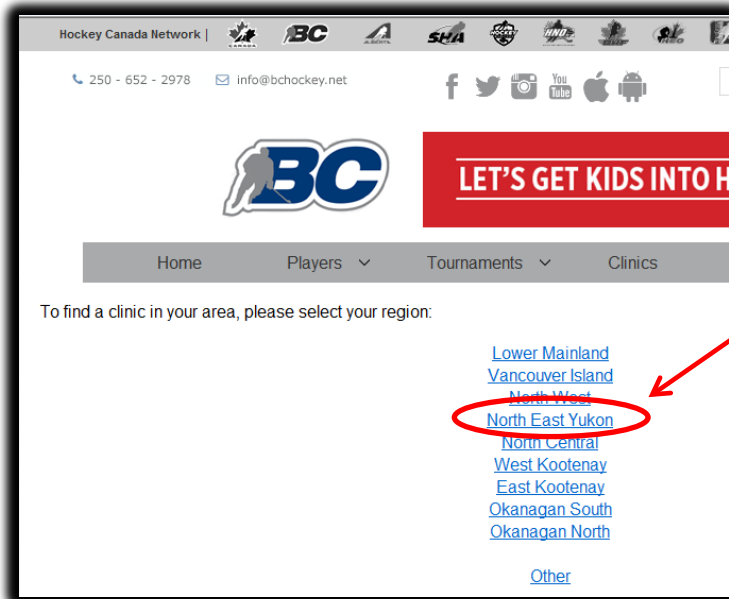


In center of the screen, you will see all the Clinic Registration links. Follow the link and

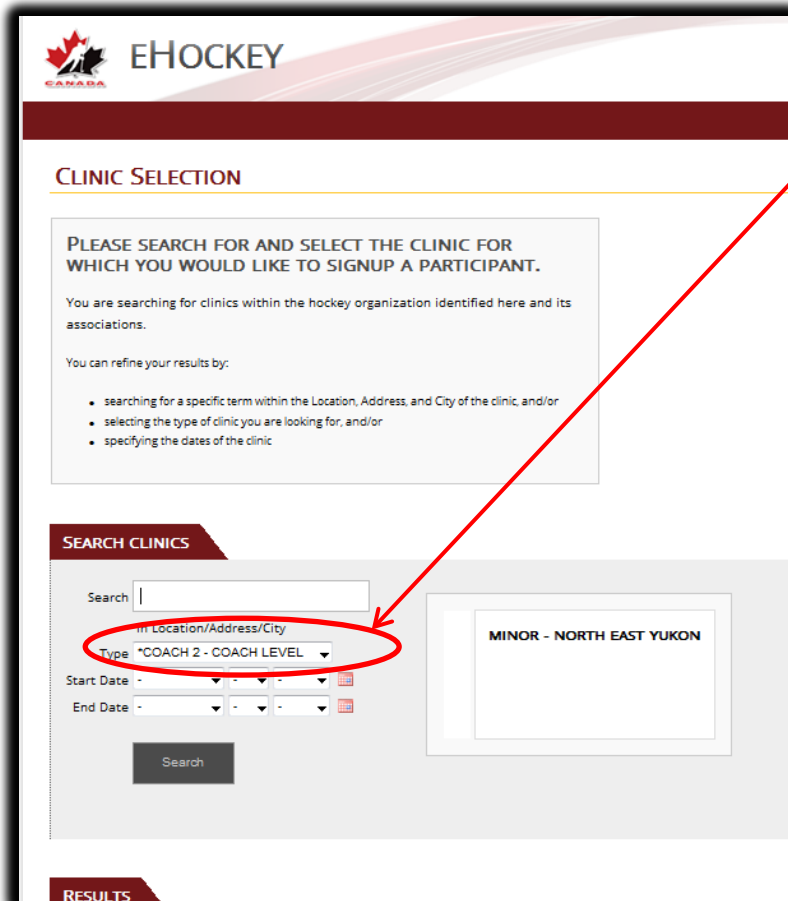


## COACH 2 – COACHING CLINIC

Select the [CLICK HERE](#) button shown in above screen shot, you will be taken to the screen below, please select [North East Yukon](#):



You will get the below screen, in the Type field – do the drop down and select **\*COACH 2 – COACH LEVEL**



Your screen should now be as shown below RESULTS Section the one course scheduled for FSJ:

**RESULTS**

Click on "Info" in the "Actions" column of a clinic to obtain more information. Click on "Signup" to signup for that clinic. Click on an underlined header to sort on this column.

Type	Level	Association	Location	Address	City	Province	Postal Code	Season	Date	Time	Actions
*COACH 2 - COACH LEVEL	-	FORT ST. JOHN MINOR HOCKEY ASSOCIATION	Pomeroy Sport Centre - West Meeting Room	9324 - 96 Street	Fort St. John	BC	V1J 4H8	2016	11/05/2016-11/05/2016	08:30	<a href="#">Signup</a> <a href="#">Info</a>

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Proceed by selecting 'Signup' in the far right hand column. Please read all details as you are required to do a PRE-TASK for this course.

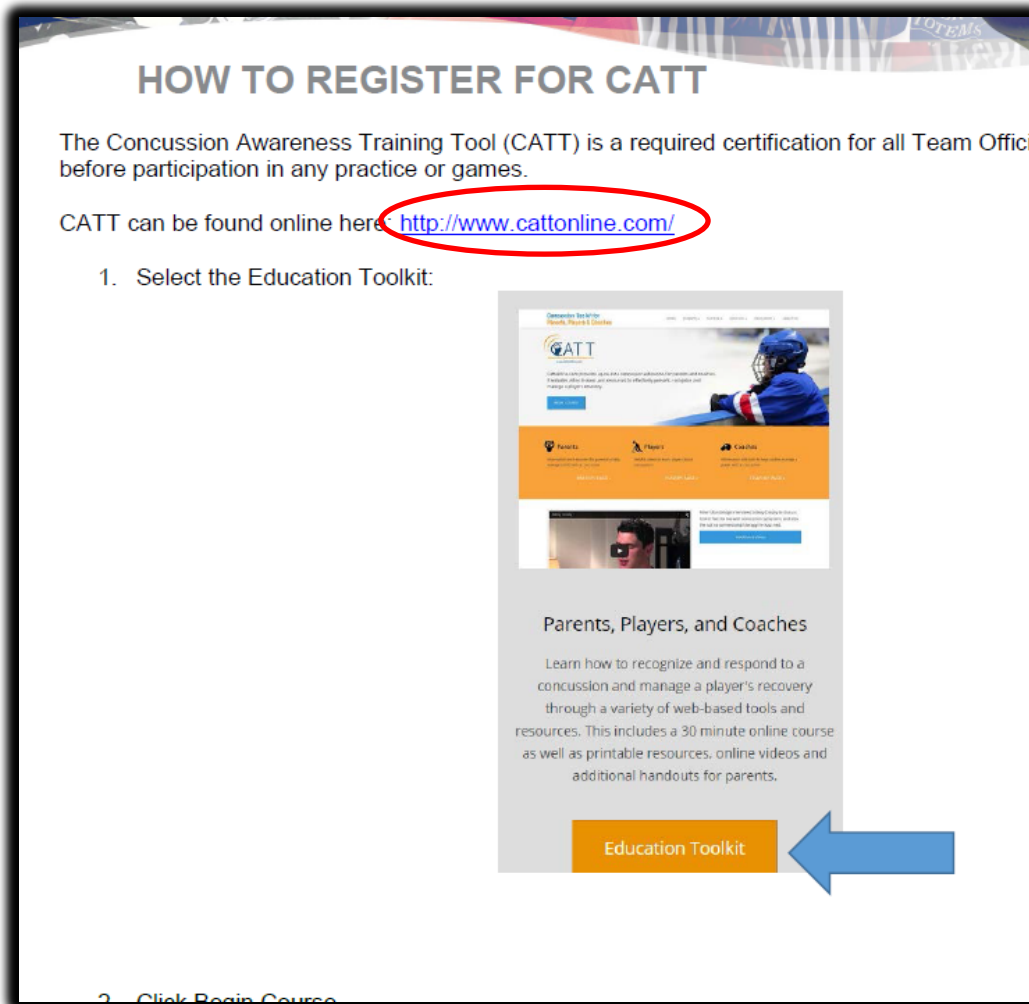
**IMPORTANT NOTE** – Once you have completed the pre-task and the in-person training session on the date scheduled, there is a POST-TASK that MUST also be completed to ensure your certification is good for subsequent years. IF you do not do this POST-Task, you will have to do the whole thing over again if you wish to Coach next season.

If you experience any problems getting past this point, please let me know as soon as possible.

## CATT – Concussion Awareness Training Tool

From the BC Hockey Clinic Screen (shown on page 2 of this document) select the **CLICK HERE** button under the **‘To register for CATT’**, you will be taken to the following screen, Select the HTTP site and you will be provided instructions on how to proceed.

This is approximately 30 minutes with a short quiz at end to finalize your certification.



The screenshot shows a webpage titled "HOW TO REGISTER FOR CATT". The text explains that CATT is a required certification for all Team Officials. A URL, <http://www.cattonline.com/>, is circled in red. Below this, step 1 is "Select the Education Toolkit:". An inset image shows the CATT website interface with a blue arrow pointing to the "Education Toolkit" button. Step 2, "Click Begin Course", is partially visible at the bottom.

CATT Training is FREE, no reimbursement required.

## RESPECT IN SPORT

From the BC Hockey Clinic Screen (shown on page 2 of this document) select the **CLICK HERE** button under the **‘To register for Respect in Sport’**, you will be taken a screen that requests you to read **Important Information** before proceeding, at the bottom of that screen you will select **CLICK HERE** again to proceed.

# HCSP – Hockey Canada Safety Person

From the BC Hockey Clinic Screen (shown on page 2 of this document) select the [CLICK HERE](#) button under the 'To register for HCSP Clinic', in the Search Clinics section, Type field – select **\*HU – ONLINE Safety** and then select **SEARCH**

**eHOCKEY** Français | Help | Log

Signup for a Clinic

### CLINIC SELECTION

PLEASE SEARCH FOR AND SELECT THE CLINIC FOR WHICH YOU WOULD LIKE TO SIGNUP A PARTICIPANT.

You are searching for clinics within the hockey organization identified here and its associations.

You can refine your results by:

- searching for a specific term within the Location, Address, and City of the clinic, and/or
- selecting the type of clinic you are looking for, and/or
- specifying the dates of the clinic

#### SEARCH CLINICS


Search

in Location/Address/City

Type **\*HU - ONLINE Safety**

Start Date -  -

End Date -  -



**BC HOCKEY**  
6671 Oldfield Road -  
Saanichton, BC, V8M 2A1  
(250) 652-2978  
clinics@bchockey.net

#### RESULTS

Click on "Info" in the "Actions" column of a clinic to obtain more information. Click on "Signup" to signup for that clinic. Click on an underlined header to sort on this column.

Type	Level	Association	Location	Address	City	Province	Postal Code	Season	Date	Time	Actions
*HU - ONLINE Safety	-	BC HOCKEY	BC Hockey - ONLINE CLINIC		ONLINE CLINIC	BC		2016	04/02/2016-04/01/2017	08:00	<a href="#">Signup</a> <a href="#">Info</a>

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Select '[Signup](#)' in the Results Section and in the screen below that pops up, select Applicable Division – Initiation parents can select 'Pre-Novice' and proceed by selecting '[Next](#)'



### SELECTED CLINIC

You have selected to signup for the clinic below. Please thoroughly review all information and associated fees below before continuing.

#### CLINIC INFORMATION

Type	•HU - ONLINE Safety
Level	-
Category	Trainer / Safety (*)
Office	BC HOCKEY
Season	2016
Schedule	
<b>THIS CLINIC IS BEING HELD ON THE FOLLOWING DAY(S):</b>	
Date Period	04/02/2016 - 04/01/2017
Time	Start: 08:00 - End: 16:00
<b>THIS CLINIC IS BEING HELD AT THE FOLLOWING LOCATION:</b>	
Location	BC Hockey - ONLINE CLINIC
Address	ONLINE CLINIC, BC,
Contact Person	BC Hockey
Telephone	250-652-2978
Email	clinics@bchockey.net
Last Day to Signup	04/01/2017

#### ADDITIONAL INFORMATION

##### PRE-TASK / WRITTEN ASSIGNMENT

Thank you for registering for the HCSP. The Hockey Canada Safety Program utilizes a proactive, preventative, common sense approach to keeping our children safe. The goal of the program is for the safety people to implement effective risk management programs with their own teams where player safety is the first priority at all times, both on and off the ice. The safety person is an individual that has become HCSP qualified. This program must be successfully completed every three years in order to be a team's safety person, even if the individual is a medical professional. The entire HCSP course is available online. There are no face to face clinic requirements. You are given "qualified" status on HCR upon completion of the E-Learning modules. Once payment is complete you will receive two emails to the email address used to register. Please make sure that your email address is correct. Your link to the E-Learning modules will be in one e-mail. The second email is a receipt. The e-learning modules will take approximately 3 hours to complete. Once you complete the E-Learning modules you can go back and review at any time. This will also give you access to any resources in the Handout Section of the course.

##### POST-TASK / FIELD EVALUATION

Although you are encouraged to complete the HCSP Hockey University E-Learning modules as soon as possible to be you effective to your team, the deadline for completion is December 1st of the given year.

PLEASE SELECT THE APPLICABLE HOCKEY DIVISION. IF IT IS NOT APPLICABLE, PLEASE SELECT "NA".

Pre-Novice

#### FEES

THE FEES BELOW ARE APPLICABLE TO ATTEND THIS CLINIC:

Fee	Amount	Tax	Total
HU - Safety Course	\$26.00	\$1.30	\$27.30

Previous

Next

You will then need to sign up for the clinic by logging into an existing account or creating a new account. If you are creating a new account, please make sure you save the information somewhere so when you need to go in again for different clinic or recertification, you use the same user name/account.



## SIGNUP FOR A CLINIC

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TO CONTINUE SIGNING UP FOR THE SELECTED CLINIC, YOU MUST HAVE AN ACCOUNT AND BE LOGGED IN.

IF YOU HAVE PREVIOUSLY SIGNED UP YOURSELF OR SOMEONE ELSE FOR A CLINIC ONLINE, YOU MAY ALREADY HAVE AN ACCOUNT AND YOU MAY LOGIN WITH THAT ACCOUNT.

IF YOU HAVE NOT PREVIOUSLY SIGNED UP YOURSELF OR SOMEONE ELSE FOR A CLINIC ONLINE, PLEASE PROCEED BY CREATING A NEW ACCOUNT.

[I HAVE AN EXISTING ACCOUNT AND WOULD LIKE TO LOGIN](#)

[I WOULD LIKE TO CREATE A NEW ACCOUNT](#)

Regards,

Trudy Alexander

Director of Hockey/Registrar