Coaches,

Below you will find the individual steps required of **ALL** members of the Pacific Coast Shockwaves Coaching Staff. This requirement is for all levels of coaching: specialty coach, field events, one day a week or various days a week.

Step 1:

[https://www.usatf.org/membership/application/index.asp](https://www.usatf.org/membership/application/index.asp" \t "_blank)

* To renew your membership using your existing USATF membership number and password or to create a new USATF Membership

Note:  If you don't know your existing USATF Membership number, go to the USATF Membership Lookup link:

[https://www.usatf.org/membership/help/number.asp](https://www.usatf.org/membership/help/number.asp" \t "_blank)

Two items to that are important regarding renewal/creation of your USATF membership:

A) Our Club Code is 33-0618

B) Clicking on the Coaches Membership category (Specify your USATF Coaches Level if you have obtained your coaching credentials).

Step 2:

After completing your 2017 USATF Membership, Complete and Submit your Background check.  For Background Checks Go To: [http://www.usatf.org/Resources-for---/Coaches/Coaches-Registry/Registered-Coaches-Program.aspx](http://www.usatf.org/Resources-for---/Coaches/Coaches-Registry/Registered-Coaches-Program.aspx" \t "_blank)

The Background check is now **valid for 2 years**.

Once you have submitted your background check, it could take up to a week for you to get a response that you have attained the credentials.

Step 3:

Complete the USOC Safe Sport Training (Free): [http://safesport.org/take-the-training/](http://safesport.org/take-the-training/" \t "_blank)

Click on the "Take the Training" link on the bottom of the screen.  This will take you to the USOC Store. Click on the "Store" icon.  Then click on the SafeSport icon (English or Spanish).  Note; do not have coaches take the SafeSport for Parents or Athletes or the Refresher.

Click on the "Add to Bag" bar (Lower right side) and then Checkout (Red bar).

At this point you will need to create an account (if you don't already have one).  When creating an account, you must register with USA Track and Field by adding a Membership Under the Prep Center Info.  This is where you will need your USATF Membership.

Make sure to have a digital image of your driver’s license which will be required moving forward.

Once you are all done with all Three Steps, your name will appear on the USATF Coaches Registry.

[http://www.usatf.org/Resources-for---/Coaches/Coaches-Registry/Coaches-Registry.aspx](http://www.usatf.org/Resources-for---/Coaches/Coaches-Registry/Coaches-Registry.aspx" \t "_blank)

Contact Mike Bryson at 714-588-3705 or Eric Steward 310-977-8321 for additional help with this process.