



## **Safety Training for Swim Coaches**

**August 2013**

### **Program Overview**

The American Red Cross introduces the newly revised Safety Training for Swim Coaches program, which uses a blended learning delivery method that combines online knowledge acquisition and an in-water skills session. This program was developed in partnership with USA Swimming to teach those involved in competitive swimming, including coaches, officials, athletic trainers and aquatic exercise trainers, how to help:

- Maintain a comfortable and safe environment for swimmers.
- Prevent accidents and emergencies.
- Respond to swimmers with illnesses or injuries in water or on land.

The 6-hour full course combines web-based delivery of content, an online exam and a facility-based, in-water skills session. Other course options include a shorter review course option (for coaches who have current American Red Cross Safety Training for Swim Coaches certification) and an online-content-only option (for coaches who have current American Red Cross Lifeguarding/First Aid/CPR/AED or Shallow Water Lifeguarding First Aid/CPR/AED certification). Course combinations with adult and child CPR/AED are also available. The certification length has been reduced from 3 years to 2 years.

Benefits of the revised course include the following:

- Completely revised course materials have expanded coverage of first aid topics, safe sport, open-water swimming and emergency planning and response.
- A new online blended learning format offers more flexibility (by allowing participants to complete the online lessons at their convenience from any computer) and efficiency (by allowing instructors to focus on skill demonstration and practice during the facility-based, in-water skills session).
- The course meets certification requirements for participants who are members of the USA Swimming organization, as well as those who are members of other national governing bodies.
- Inclusion of first aid content in the Safety Training for Swim Coaches course, along with new adult and child CPR/AED combination course options, allows participants to obtain all required certifications during one training session.
- The Safety Training for Swim Coaches/First Aid certification length has been reduced from 3 years to 2 years to align with CPR/AED (helping to simplify tracking and maintenance of required certifications).

## Release Date: August 20, 2013

Key Dates	Activity
August 20, 2013	<b>Program Release:</b> <ul style="list-style-type: none"><li>• Program materials, resources and information posted to Instructor's Corner and redcross.org</li><li>• New courses available in the Red Cross Learning Center</li><li>• Program launch announcement to all Lifeguarding, Water Safety and Safety Training for Swim Coaches instructors and prospects</li><li>• Last day to teach the instructor-level courses in the existing Safety Training for Swim Coaches program</li></ul>
August 31, 2013	Last day to teach the basic-level courses in the existing Safety Training for Swim Coaches program
March 31, 2014	Last day to complete the Safety Training for Swim Coaches Instructor Update to maintain instructor certification

## Course Highlights

### Overview of Basic-Level Course

- The full and review course options combine online learning with an instructor-led, facility-based, in-water skills session.
- The course focuses on guidelines for responsible coaching, safety awareness in competitive swimming, emergency planning and response, and care and prevention of common injuries and illnesses.
- Core content is presented online using interactive and engaging techniques such as video slideshows, video-based scenarios reflecting realistic situations, quizzes, skill videos, web links, fact sheets and skill sheets. Participants complete training at their own pace and convenience.
- Participants must complete all four lessons online and achieve a minimum score of 80 percent on the online exam before attending the in-water skills session.
- The in-water skills session focuses on skill practice and demonstration for competency.

### Course Options

- **Full course:** The online learning portion of the course, including the online exam, as well as a facility-based, in-water skills session for instruction and evaluation of skills. Course length is estimated to be 3 hours for the online course and 3 hours for the in-water skills session.
- **Review course:** Available for coaches who have current American Red Cross Safety Training for Swim Coaches certification. The review course involves completing the online learning portion of the course, including the online exam, as well as an evaluation of in-water skills. Course length is estimated at 3 hours for the online course, plus 50 minutes for the skills evaluation.
- **Online Content Only course:** Available for coaches who have current Lifeguarding/First Aid/CPR/AED or Shallow Water Lifeguarding/First Aid/CPR/AED certification. This course involves

completing the online learning portion of the course, including the online exam. There is no facility-based, in-water skills session. Course length is estimated at 3 hours. Course participants do not receive a Safety Training for Swim Coaches/First Aid certificate for this course. Instead, they receive a Safety Training for Swim Coaches Online Only certificate that they can provide to USA Swimming, Y-USA or other national governing body as evidence of completion of the online content.

### Course Combinations

- Safety Training for Swim Coaches with Adult and Child CPR/AED
- Safety Training for Swim Coaches with Adult and Child CPR/AED Review
- Safety Training for Swim Coaches with Adult and Child CPR/AED Challenge

To teach the course combinations with adult and child CPR/AED, instructors must:

- Also have a certification that allows them to teach CPR/AED at the lay responder level.
- Use the appropriate CPR/AED instructor and participant materials.

Instructors who have only the Safety Training for Swim Coaches Instructor certification may not teach the course combinations with adult and child CPR/AED.

## Training Materials

The new program includes only digital materials. Below is a description of the various materials for instructor trainers, instructors and participants.

### Instructor Trainer Materials

#### Guide for Training Safety Training for Swim Coaches Instructors: (e-book only)

The *Guide for Training Safety Training for Swim Coaches Instructors*, available on the Safety Training for Swim Coaches page of The Exchange, helps guide instructor trainers through the in-person sessions, including the practice-teaching experience. Instructor trainers should request this product from their aquatics representative. Go to [redcross.org/aquatics](http://redcross.org/aquatics) representatives for contact information for your representative.



### Instructor Materials

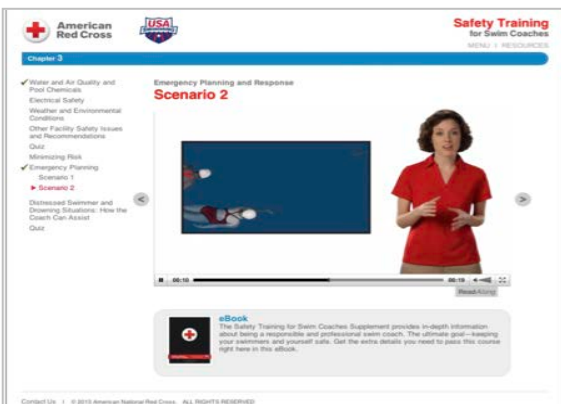
#### Instructor's Manual (e-book only)

The *Safety Training for Swim Coaches Blended Learning Instructor's Manual*, available on Instructor's Corner, serves as the main resource for those who teach the Safety Training for Swim Coaches course. The instructor's manual contains administrative information and a lesson plan for the in-water skills session, along with skill charts and skill assessment tools.

## Participant Materials

### Online Course

The online portion of the Safety Training for Swim Coaches Blended Learning course consists of four chapters. Information is presented through video slideshows with audio voiceover. Video-based



scenarios give participants the opportunity to apply the concepts they have learned to real-life situations. Other features of the online course include quizzes to check understanding, access to the e-book supplement, additional resources (including links to helpful websites, fact sheets and skill sheets), Read Along functionality (which provides a transcript of the audio) and More Info sections (which allow participants to read in more detail about the topic under discussion). The online portion of the course concludes with a 50-question final exam.

A Safety Training for Swim Coaches Blended Learning Demo (i.e., a demonstration version of the online portion of the course) is available to instructors through the Learning Center. (Instructions for accessing the Blended Learning Demo are available on Instructor's Corner.) The ability to take the final exam and print out a progress report is disabled in the demonstration version.



### Supplement (e-book only)

The thoroughly revised and updated *Safety Training for Swim Coaches Supplement*, available on Instructor's Corner, provides in-depth information about being a responsible and professional swim coach. Links embedded within the text allow quick access to websites with supporting information, and a Resources icon in the margin highlights areas where more information can be found in the Resources section of the online course. A glossary and appendix containing skill sheets are also provided.

## Course Details

### Basic Level Course Information

The purpose of the Safety Training for Swim Coaches Blended Learning course is to teach those involved in competitive swimming, including coaches, officials, athletic trainers and aquatic exercise trainers, how to help maintain a comfortable and safe environment for swimmers, prevent accidents and emergencies and respond to swimmers with illnesses or injuries in water or on land.

The blended learning course consists of four chapters:

- Chapter 1—Responsible Coaching
  - Guidelines for responsible coaching, professional conduct and legal responsibilities
  - New content on safe sport policies and requirements, including topics such as physical and sexual abuse and bullying
- Chapter 2—Safety Awareness in Competitive Swimming
  - Safety considerations for developing training plans, maintaining safety during practices and meets, and skills for safe turns and entries
  - New content about pre-race activities and personnel, plus new content on open-water safety
- Chapter 3—Emergency Planning and Response
  - Guidelines for minimizing risk (including risks related to water/air quality, the use of electricity and weather conditions) and responding to emergencies (including distressed or drowning swimmers)
  - New and expanded content on emergency action planning
- Chapter 4—Common Injuries and Medical Conditions
  - Expanded first aid content, including topics such as concussions, asthma, and over-use injuries

### **Course Prerequisites**

To participate in the Safety Training for Swim Coaches course, participants must be at least 15 years of age on or before the final scheduled session of the course. There are no skill prerequisites to enroll in the Safety Training for Swim Coaches course. However, because there is an in-water skills session, participants must be comfortable in chest-deep water.

### **Certification Requirements**

Upon successful completion of the Safety Training for Swim Coaches full or review course, each participant will receive an American Red Cross Safety Training for Swim Coaches/First Aid certificate, which is valid for 2 years. To receive the course completion certificate, the participant must:

- Complete the online portion of the course, including achieving a minimum score of 80 percent on the online written exam.
- Demonstrate competency in all required skills and activities, including in-water skills.

Those who successfully complete the Safety Training for Swim Coaches Online Content Only course option will not receive an American Red Cross Safety Training for Swim Coaches/First Aid certificate. Instead, they will receive a certificate that indicates Safety Training for Swim Coaches Online Content Only. They can provide this certificate as proof of course completion to their national governing body, such as USA Swimming and Y-USA.

### **Instructor Information**

American Red Cross Safety Training for Swim Coaches instructors can teach the basic-level Safety Training for Swim Coaches course options. Once they have completed the Orientation to the Safety Training for Swim Coaches Course, the following Red Cross instructors can also teach the basic-level Safety Training for Swim Coaches course options:

- Lifeguarding instructors and instructor trainers
- Water Safety instructors and instructor trainers

Lifeguarding instructors are eligible to teach the combined Safety Training for Swim Coaches and Adult and Child CPR/AED courses. To teach the combined courses, Safety Training for Swim Coaches and Water Safety instructors must also be certified to teach the Adult and Child CPR/AED courses.

### **Current Safety Training for Swim Coaches Instructors**

Current Safety Training for Swim Coaches Instructors must complete the Safety Training for Swim Coaches Instructor Update prior to teaching the new program. The instructor update is available on the Learning Center starting on the date the program releases through March 31, 2014. Successful completion of the Safety Training for Swim Coaches Instructor Update extends the certification date of the instructor by 2 years from the date of completion. The instructor certifications for those who do not complete the update by March 31, 2014 will expire.

To teach the combined courses with adult and child CPR/AED, Safety Training for Swim Coaches instructors must also be certified as an instructor with eligibility to teach those courses, such as a First Aid/CPR/AED instructor.

To maintain certification after the update has been completed, Safety Training for Swim Coaches instructors must:

- Teach at least one Safety Training for Swim Coaches full or review course of record during their certification period.
- Successfully complete the Safety Training for Swim Coaches Instructor Recertification Assessment within the 90 days prior to the expiration of their certification. The Safety Training for Swim Coaches Instructor Recertification Assessment is on the Learning Center.

### **New Safety Training for Swim Coaches Instructors**

New Safety Training for Swim Coaches instructors must participate in the Safety Training for Swim Coaches Instructor course, described on page 7 of this bulletin.

### **Lifeguarding Instructors and Instructor Trainers**

Current American Red Cross Lifeguarding instructors are eligible to teach Safety Training for Swim Coaches course options. Current Red Cross Lifeguarding instructor trainers are eligible to teach Safety Training for Swim Coaches Instructor course. Prior to teaching, Lifeguarding instructors and instructor trainers must complete the Lifeguarding and Water Safety Instructor Orientation to Safety Training for Swim Coaches. This orientation is available on the Swim Coaches page of Instructor's Corner.

Lifeguarding instructors and instructor trainers are eligible to teach the combined Safety Training for Swim Coaches and Adult and Child CPR/AED courses.

Teaching the Safety Training for Swim Coaches course options **does not** qualify for recertification of Lifeguarding instructors. Teaching the Safety Training for Swim Coaches Instructor course **does not** qualify for recertification of Lifeguarding instructor trainers.

### **Water Safety Instructors and Instructor Trainers**

Current American Red Cross Water Safety instructors are eligible to teach the Safety Training for Swim Coaches course options. Current Red Cross Water Safety instructor trainers are eligible to teach Safety Training for Swim Coaches Instructor course. Prior to teaching, Water Safety instructors and instructor trainers must complete the Lifeguarding and Water Safety Instructor Orientation to Safety

Training for Swim Coaches. This orientation is available on the Swim Coaches page of Instructor's Corner.

To teach the combined courses with adult and child CPR/AED, Water Safety instructors and instructor trainers must also be certified as an instructor with eligibility to teach those courses, such as a First Aid/CPR/AED instructor.

Teaching the Safety Training for Swim Coaches course options **does** qualify for recertification of Water Safety instructors. Teaching the Safety Training for Swim Coaches Instructor course **does not** qualify for recertification of Water Safety instructor trainers.

### **Instructor Course**

The purpose of the Safety Training for Swim Coaches Instructor course is to train instructor candidates to teach the Safety Training for Swim Coaches course. This course prepares instructor candidates to use course materials, conduct the in-water skills session and evaluate the progress of candidates. The orientation to the course information, as well as information on how to adapt the course, how to facilitate discussions and how to plan and prepare to teach is now provided online through the Learning Center. Candidates must complete one practice-teaching assignment. The instructor course length has been reduced to about 6 hours (from 8 hours).

### **Instructor Course Prerequisites**

To be eligible for the Safety Training for Swim Coaches Instructor course, instructor candidates must:

- Be at least 16 years of age on or before the last day of the instructor course.
- Possess a basic-level Safety Training for Swim Coaches or Lifeguarding/First Aid/CPR/AED certificate.
- Complete the online Orientation to the Safety Training for Swim Coaches Instructor Course session, including achieving a minimum score of 80 percent on the online exam.
- Complete the online Orientation to the American Red Cross.
- Successfully complete the precourse session, including demonstrating competency in the precourse rescue skills evaluation.

### **Instructor Certification Requirements**

To be certified as a Safety Training for Swim Coaches instructor, instructor candidates must:

- Successfully complete the online sessions, which include:
  - Orientation to the Safety Training for Swim Coaches Instructor Course, including achieving a minimum score of 80 percent on the online exam on the Learning Center.
  - Orientation to the American Red Cross on [redcross.org](http://redcross.org).
- Successfully complete the precourse session.
- Attend and actively participate in all course sessions.
- Successfully complete class activities, including the required practice-teaching assignments.
- Achieve a minimum score of 80 percent on the Safety Training for Swim Coaches Instructor course final written exam.

Upon successful completion of the instructor course, each instructor candidate will be able to print out a completion certificate for the Safety Training for Swim Coaches Instructor course from the American Red Cross Learning Center.

### **Instructor Trainers Who Can Teach the Safety Training for Swim Coaches Instructor Course**

Once they have completed the orientation to the Safety Training for Swim Coaches course, Water Safety and Lifeguarding instructor trainers can teach the Safety Training for Swim Coaches Instructor course. Please note, there is no Safety Training for Swim Coaches instructor trainer certification.

## **Blended Learning Operational Processes for APs/LTPs**

### **Setting Up and Closing Out Blended Learning Course Offerings**

Here's "what's new" with this blended learning program release:

- Standard operational process documents
- New blended learning request form for APs/LTPs
- Class Roster Report, rather than Course Record, used to close offering

A process document that details the steps for setting up, conducting and closing out AP- or LTP-delivered blended learning courses is available on the Swim Coaches page of Instructor's Corner.

Instructors should work with their local swim committees and YMCA facilities to set up courses to meet coaching staff needs. The months of greatest demand are April, May, September and October. (Please note, the online content only course option is available on redcross.org and does not need to have an offering set up.)

## **Additional Resources**

### **Instructor's Corner**

- Program page: Swim Coaches  
This password-protected page for instructors houses all training materials, resources and documents needed to teach the Safety Training for Swim Coaches course.

### **Redcross.org**

- Program page: Swimming and Water Safety  
This public page for end-users is designed to explain what the course covers and how to register for and purchase the training.
- Redcross.org/previewkits  
A new, online preview kit for Safety Training for Swim Coaches will be added to provide an overview of the revised program. The preview kit features excerpts from an online course lesson, as well as excerpts from the instructor's manual and participant supplement. It also allows customers to complete a form if they are interested in becoming an authorized provider of the program. This is an ideal promotional page to use with current customers and prospects.



### **Continuing Education Units**

The American Red Cross has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET). As a result, Red Cross is authorized to offer IACET Continuing Education Units (CEUs) for qualified programs. Additional information about CEUs is available at [www.redcrossstore.org](http://www.redcrossstore.org).

### **American Red Cross Learning Center (LMS)**

The Learning Center can be accessed at <https://classes.redcross.org>. A user name and password are needed. If you need assistance, call the Red Cross Training Support Center at 1-800-RED-CROSS (1-800-733-2767) and select the —Health and Safety — prompt.

### **American Red Cross eLearning Content**

The American Red Cross eLearning content is tested across multiple browsers, including Chrome, Internet Explorer, Firefox and Safari on both Windows and Macintosh platforms. For the best user experience, we recommend using either Internet Explorer in Windows or Firefox in either Windows or Macintosh OS X.