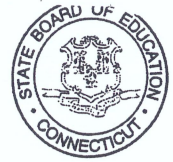




STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



April 22, 2008

APR 28 2008

Dear Athletic Director:

I am writing to inform you of a change in procedure related to the issuance of both five-year coaching permits and temporary emergency coaching permits (TECP).

Section 10-145d-423 (7)(C) of *The Regulations Concerning State Educator Certificates, Permits and Authorizations* requires that an applicant “successfully complete a standard first aid course no earlier than three years prior to the date of application and every three years from the date of the course thereafter, and continuously maintain CPR certification” in order to be issued a five-year coaching permit. Section 10-145d-424(c) of the regulations requires that individuals requesting a temporary emergency permit must have “completed successfully, no earlier than one year prior to the date of application, a standard first aid course and CPR certification.”

Presently, the Bureau of Educator Standards and Certification provides an approved course list for both CPR and first aid to meet requirements for the issuance of coaching permits. However, with the proliferation of CPR and first aid courses, including those online, it has become increasingly difficult to determine the quality, modes of delivery and methods of evaluation employed by providers of these courses. Therefore, our ability to maintain a current list reflective of high quality providers is no longer feasible.

As of July 1, 2008, the Bureau will no longer maintain an approved list of CPR and first aid providers for the issuance of coaching permits. Upon application for either a five-year permit or TECP, copies of cards will be submitted in accordance with current procedures. The cards will be checked to ensure that the courses have been completed within the time frames required by regulations. They will not, however, be checked against an approved course list.

This change will require that districts articulate a policy for acceptance of CPR and first aid courses. Each district will need to identify acceptable providers based upon its standards and hiring practices. Many districts may already have such a policy in place.

The Bureau offers the following guidelines for use when considering the acceptance of CPR and first aid courses:

1. Course curriculum should be developed and monitored by Certified Medical personnel.
2. Course content and skills should be proven practices and tested by trained medical personnel.

3. All courses must require a hands-on skill component. Online courses should not be accepted unless they include this component.
4. The Course must have proper insurance coverage protecting the user.

As always, it is imperative that districts continue to monitor their coaches to ensure that CPR and first aid certification are maintained in accordance with regulations. Temporary emergency coaching permits (TECP) require the successful completion “no earlier than one year prior to the date of application, a standard first aid course and CPR certification.” Please note that although an applicant may submit a valid CPR and first aid card with his/her application, in regard to a TECP the completion date must be within one year of application.

Five year renewable permits require that applicants complete a “standard first aid course no earlier than three years prior to the date of application and every three years from the date of the course thereafter, and continuously maintain CPR certification.” Because some first aid and CPR courses are now valid for two years, it is important, as in all cases, to monitor validity dates in order that CPR and first aid certification remain current. The Bureau will continue to provide an approved list of coaching courses for the issuance of a five-year coaching permit.

Please note that Section 10-145d-423(b) requires that “a coach (regardless of coaching assignment) of intramural or interscholastic athletics in elementary, middle or high schools, shall hold either a coaching permit or a temporary coaching permit.” This means that anyone providing skill instruction to students is considered a coach, and must hold a valid coaching permit; payment for the coaching services does not determine whether the individual is required to be permitted. For the well-being of our student athletes, your continued efforts to ensure that all of your coaches are permitted in accordance with these regulatory standards are greatly appreciated.

I hope that this information is helpful, and that you will not hesitate to contact our office with any questions you may have.

Sincerely,



Nancy L. Pugliese, J.D., Chief
Bureau of Educator Standards and Certification

cc: Superintendents
Mike Savage, Executive Director, CIAC