



DEMYSTIFYING THE EC NCCP COACHING PATHWAY Q & A: APRIL 21/22, 2020

The following questions were received during the webinar, “[Demystifying the EC NCCP Coaching Pathway](#)”, held on April 21-22, 2020. They have been consolidated to reduce duplication and edited for clarity.

Do coaches that previously had National Coaching Certification Program (NCCP) access/certification need to take Making Ethical Decisions?

You may have already completed the Making Ethical Decisions online evaluation. To confirm your status, login to your Coaching Association of Canada (CAC) Locker account at <https://thelocker.coach.ca>.

If you look at your Coaching transcript at coach.ca, you will see the online evaluation listed under Multisport / Coach / Evaluation as follows:



If you see “Make Ethical Decisions” as opposed to “Make Ethical Decisions Online Evaluation” on your transcript, that means you have completed the training and are eligible to challenge the evaluation at no additional cost.

If you are not sure, contact your Coaching Administrator or coaching@equestrian.ca to confirm.

Will the Equestrian Canada (EC) e-learning courses be available to everyone?

The EC e-learning courses will be available to everyone, including the general public. Individuals will be required to create a MyEC account to access.

The EC Concussions and EC Fostering Healthy Environments modules will be free to all EC Sport Licence holders and those who have begun the application process for a Coach Licence. Access to these modules is also available at no cost to Ontario Equestrian Members. Sport and Coach Licence holders will also benefit from discounts on other courses offered through the campus.

Is there an expiry date on any of the criteria?



The expiry dates on programs and certificates are determined by the organization offering the training and/or issuing the certification. For some programs and requirements, expiry dates have been established by EC.

Within the realm of EC's coaching programs, the following expiry/maintenance of certification requirements are in place.

NCCP Certifications – Valid for five (5) years. Professional development activities must be completed and submitted to maintain active certification status as per the [Maintenance of Certification](#).

Making Ethical Decisions Online Evaluation – There is currently no expiry date on the Making Ethical Decisions evaluation.

EC Concussion and Fostering Healthy Environments Training – EC's training will have a three (3) year period of validity. While some other programs recognized by EC for the purposes of the Coach Licence do not have an expiry date, EC will require that these programs have been completed within the past three (3) years to be recognized.

Standard First Aid – The expiry date is determined by the issuing body and should be printed on your certificate. EC policy for Coach Licencing requires that a Standard First Aid Certificate from a National First Aid provider is required.

Police Background Checks – Police background checks expire the moment that they are issued. Once a Coach has been screened and their status acquired, a new check is required every three (3) years in accordance with [EC's Screening Policy](#).

If you have not done the Making Ethical Decisions training module, does CAC charge for the online evaluation?

Completing the Making Ethical Decisions Online Evaluation with a passing grade (75%) is mandatory for any NCCP Coach Certification to be granted. The training is normally \$85 to do the three (3) hour module. You need to take the training module before the free evaluation (45 minutes), otherwise the evaluation is \$85 if you would like to proceed straight to that step. If you choose to go directly to evaluation and fail twice, you will need to complete the training module again before attempting the evaluation again.

The training is offered by many Provincial Territorial Coaching Representatives (PTCRs) across the country and the price of the training may vary from one area to another. If you have attended the Instructor Theory course offered by EC and our Provincial/Territorial Sport Organization (PTSO) partners, you have likely completed the training. You should verify in your CAC Locker or with a Coaching Administrator before proceeding with the online evaluation if you are unsure.



I ride/show/coach western dressage. What should I do as western dressage still isn't a recognized sport in Canada?

EC NCCP Coach Certification is available for many different disciplines of riding; however, not all disciplines have been accommodated yet. A review and of our current coaching programs has been completed and clearly identifies the need to both streamline the certification process and develop opportunities for all disciplines to access certification. There are also many aspects of the current program which are applicable to all disciplines

If you are currently involved in a discipline for which you do not see a suitable certification, please write to EC at coaching@equestrian.ca describing your specific situation and to arrange a phone or video conference to discuss.

Do the students need to have their EC Rider Levels in order for the coach to be evaluated?

Students of a coach working towards certification do not need to have completed Rider Level evaluations. There are specific requirements for coaches to have students active in competition for Competition Coach Specialist and High Performance Certifications. Those can be reviewed at <https://www.equestrian.ca/programs-services/coaches/become-certified>.

What should be the content of the reference letters for the Coach License? Also, who should these reference letters be from?

The reference letters for the Coach Licence should be from parents of students or employers (facility owners, etc.) The letters must give a reference to your character as a coach and your understanding of creating a safe environment for your students. They should also specifically identify the relationship that you and that person have and the period for which that relationship has taken place (e.g. "I have coached my daughter since she 2014 when she was 10 years old.").

Is there anything I can work on towards getting my English Instructor (jump and flat) certification during the COVID-19 pandemic?

You can start working through some of the suggested training for the Instructor certification:

CAC Multisport Training:

- Making Ethical Decisions
- Teaching and Learning

EC/PTSO Equestrian Specific Training:

- Analyze Beginner Equestrian Performance
- Plan an Equestrian Lesson

You can also complete the Making Headway in Sport module in the CAC Locker.



You can also contact your PTSO and ensure they have an application for evaluation from you so that they can include you in training and evaluation opportunities and ensure that you have an up-to-date Emergency Action Plan to include in your portfolio. If you have never created an Emergency Action Plan, the CAC has a free e-learning activity available to assist in creating one that can be accessed at <https://coach.ca/nccp-emergency-action-plan>.

Does EC still offer access to the International trainers/coaches licence?

Yes, EC still offers the International Trainers Passport. EC certified Coaches can obtain a Passport to prove certification validity in foreign countries and to prove certification from other national federations that is comparable to EC NCCP certification. The Passport can be applied for by emailing coaching@equestrian.ca and the certifications recognized can be found at <https://igeq.org/equestrian-instructor-qualifications>.

How can we get email updates about EC Campus, online course launches, etc.?

You can sign up for email updates related to coaching and education by completing the subscription form for the Coaching Quarterly newsletter on the EC website at <https://www.equestrian.ca/programs-services/coaches>.

Who evaluates the rider levels in both English & western up to level 4, 8, 9 or 10. How are they evaluated?

Rider Levels are evaluated by Certified Coaches and Instructors who have completed Rider Level Evaluator training through their PTSO. The PTSOs maintain their own lists of those certified to evaluate and can provide direction on who may be able to evaluate in your area for each discipline or Rider Level.

If I am currently certified, what else do I have to do to become Licensed?

If you are an active certified Coach, then you have likely done most of the things needed for the Coach Licence. To have a current Coach Licence (once it is available) you will need:

Training

- Standard First Aid – Valid within three (3) years of date of issue
- EC Concussions or CAC's Making Headway in Sport module
- EC Fostering Healthy Environments or CAC's Safe Sport or Respect in Sport for Activity Leaders module

Screening

- Vulnerable Sector Police Background Check – Valid within three (3) years of date of issue
- Reference Letters
- Screening Declaration (completed during application)
- Application