

2024-2025 Season Reminders for Program Leaders

1. All programs must sign the member organization agreement to be able to request a Certificate of Insurance (COI). This will be available in early December 2024 for the 2025 calendar year.
2. Our new [Program leader membership](#) is required for administrators who access their program's portal. Starting January 1, 2025, each member program must have a minimum of one program leader member; anyone who has access to the program's account and Roster management tool must have an active Program Leader membership.
 - a. Included with the membership is access to our Resource library and webinars.
 - b. Program leaders are required to complete the following:
 - i. Background check
 - ii. Abuse Prevention Course
3. All coaches (head coaches, assistant and volunteer) must complete [Bronze level certification](#) prior to stepping onto the field. *
 - a. Bronze certification requires the following courses:
 - i. Background Check
 - ii. Athlete Abuse Prevention Training
 - iii. Cultural Competency
 - iv. Sudden Cardiac Arrest
 - v. Concussion Awareness
 - vi. Rules Test
4. Prior to game play, programs must validate their players and coaches memberships.
 - a. Player and coach USA Lacrosse numbers must be uploaded to the program's USA Lacrosse Roster Management tool.
 - b. After uploading players, please filter for those with inactive memberships and contact the families via the messaging feature or through your team's preferred communication method
 - i. Only players and coaches with active memberships meet the "100%" membership requirement required to use the insurance program. Inactive members (including non-certified coaches) put your program at risk of having insurance claims denied.
 - c. After uploading the coaches, verify they have valid background checks and abuse prevention training that spans the duration of the season, and have completed Bronze certification.
 - i. Background checks and abuse prevention training expire every 2 years, be sure to monitor expiration dates as it is possible a coach could expire during the season.
5. All players are required to complete the [age verification process](#) to be active members; effective July 1, 2025, memberships will be inactivated unless the age verification process is completed.

**Some leagues may require additional certification such as Silver, Gold, Platinum. Please contact your league for further clarification.*