

9.4 Program Updating Responsibilities

9.4.1 The NCCP Certified Instructor and Coach

The NCCP certified Instructor and Coach is responsible for ensuring their certification is current, and to submit their currency documentation to the appropriate organization, either Equine Canada or the P/TSO, in a timely manner.

9.4.2 Equine Canada

Equine Canada is responsible for tracking the currency of NCCP Level 3 certified coaches and High Performance 1 certified coaches.

9.4.3 Provincial/Territorial Sports Organization

The Provincial/Territorial Sport Organization is responsible for tracking the currency of NCCP Level 1 certified, Level 2 certified, Instructor certified, Competition Coach certified and Competition Coach Specialist certified coaches.

9.5 Professional Development Activities

Updating hours must include hours from NCCP specific offerings (CAC or Equine Canada/NCCP updating, convention, workshops, etc.)

A maximum number of points per category can be claimed towards the required professional development.

Over 5 years the following points are required:

- Instructor - 10 points;
- Competition Coach/Competition Coach Specialist - 20 points;
- High Performance 1 - 30 points;

Unless otherwise indicated the base formula is 1 point/hour for every non-NCCP activity and 5 points for a training or evaluation NCCP module.

A maximum of 50% of required Professional Development points can be accumulated from Multi-Sport Non-NCCP Activities in each context that you are seeking certification renewal.

Activity	Activity Category	Points	Limitations
First Aid/CPR Renewal in person (online renewal is not eligible for updating hours)	Multi-Sport Non-NCCP Activity	2 points	No points for online renewal
Active Coaching	Sport Specific Non-NCCP Activity	1 point/year	With a 2 point maximum
Human Athlete Development (Category 1)			
Clinics (Participating): Human Athlete Sports Psychology, Kinesiology, Sport Nutrition, Conditioning and Fitness	Sport Specific Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity Maximum upgrading
Clinics (Interactive auditing):			

clinic or workshop with direct interaction with clinician (sports psychology, biomechanics, kinesiology, sports nutrition, etc.)			points per category is <u>6</u>
Courses (may be online if approved) Human Athlete Sport Psychology, Kinesiology, Sports Nutrition, conditioning and fitness, coaching/leadership, etc.			
Personal athletic development (Riding/Driving lessons)			
Personal athletic development (must be coached like personal training, yoga, cross training sport, etc.)	Multi-Sport Non-NCCP Activity	1 point/3 hours	
Equine Development (Category 2)			
Equine nutrition biomechanics, other equine physiology/sport science	Sport Specific Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity Maximum upgrading points per category is <u>6</u>
Equine online accredited courses (ex: University, College, Department of Agriculture “recognized” equine institutions)			
Equine Theory courses taught by a certified coach or Subject Matter Expert (subject to approval by Equine Canada)			
Equine health workshops: Farrier, massage, chiropractic and other professional presentations and workshops			
Coaching Skill Development: NCCP (Category 3)			
NCCP multi-sport courses/tasks: general multi-sport courses	Multi-Sport NCCP Activity	5 points/module or evaluation	Maximum upgrading points is <u>10</u>

NCCP equestrian courses: Equestrian Theory, Competition Coach workshop, High Performance training, etc.	Sport Specific NCCP Activity		Maximum upgrading points is <u>10</u>
Courses/workshops on teaching and coaching techniques (opposed to horse training). Coaching techniques must be specifically emphasized. In person participation only, no online training will be credited	Multi-Sport Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity
Broad Sport Development (Category 4)			
Judges and Officials course designer clinics	Sport Specific Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity Maximum upgrading points per category is <u>6</u>
Clinics in other F.E.I. equine disciplines (ex: Reining, Vaulting, Endurance, Dressage, etc.)			
Non-F.E.I. discipline and alternative training clinics			
Volunteering (Must be Equine/Equestrian related) (Category 5)			
Volunteering in a capacity that provides a new learning environment for you (Para-Equestrian, 4H, Pony Club, Therapeutic Riding, Youth Groups, Senior Groups, etc.)	Sport Specific Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity Maximum upgrading points per category is <u>6</u>
Leadership Activities			
Acting as a Mentor Coach			
Equine/Equestrian Services (Category 6)			
Scribing, judging or other officiating at an Equine Canada Sanctioned or International Driving Shows	Sport Specific Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity Maximum upgrading points per category is <u>3</u>
Rider Level Evaluator			
Acting as a Mentor Coach			

National, Provincial/Territorial Symposia (Category 7)			
Equine Canada Symposium/attending EC Convention as a Delegate, Provincial/Territorial symposia or update	Sport Specific Non-NCCP Activity	1 point/hour	With a 3 point maximum per activity Maximum upgrading points per category is <u>18</u>
Canadian Sport for Life/Coaching Association of Canada: LTED training, conference, workshops (ex: Sport Leadership, CS4L National Conference)	Multi-Sport Non-NCCP Activity		

A re-evaluation in the context in which the coach/Instructor was previously certified will provide the coach/instructor with the points required for Professional Development credit in that specific context

Coaches/Instructors will be removed from the Active Coaching List and certification status will not be renewed if the required updating hours are not complete.* It is the responsibility of the coach/instructor to ensure that they maintain their status. Coaches and Instructors are able to monitor their status in The Locker. The P/TSO tracks professional development, and coaches/instructors should maintain their personal records as well.