

ALL Coaches and Team Managers must register every year!

Step 1, Complete the Heads Up Concussion online training:

- HeadsUp: Concussion in Youth Sports Training | Utah Youth Soccer
<http://www.utahyouthsoccer.net/resources/headsup/>

(Please read the attached instructions on pages 2 and 3 of this document)

Step 2, Complete SafeSport training:

- SafeSport Certification | Utah Youth Soccer
http://www.utahyouthsoccer.net/resources/safesport_certification/

(Safe Sports training code: YC3E-6P5G-YYIL-CS2M, US Youth Soccer)

Step 3, Complete USA Registration, select the Coach/Admin Registration

- USA (UYSA) registration:
<https://secure.sportsaffinity.com/reg/Public/registration/login.aspx?domain=uysa-usacom.p.sportsaffinity.com&language=english&sessionguid=>
 - a. Select the Coach/Admin Registration.
 - b. Upload the HeadsUp and SafeSport certifications.

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Completing the Heads Up Concussion Training



Per State law and UYSA policy, it is required that all coaches and team managers complete an annual concussion training. UYSA accepts either the CDC Heads Up certification or the NFHS Concussion in Sports certification

1. Click [here](#) to be directed to the CDC's Heads Up Concussion Training page.
2. Once on the page select either the Coach training or the Parent training, depending on your role.
3. A notification will appear informing you that you are leaving the CDC site. It is okay! Click Continue.

Launch the Training

The HEADS UP to Youth Sports: Online Training is available to **coaches, parents, sports officials, athletic trainers, and other individuals** interested in learning about concussion safety.

Click one of the following links to access the best course for you:

- For Coaches: Click [HERE](#)  to launch the course
- For Parents: Click [HERE](#)  to launch the course

4. The website will bring you to the new CDC Train portal with any different course options. For the purpose of the concussion training you click the Create an Account.
5. Follow the steps to create your new CDC Train account.
6. When asked to enter your group selection, choose **Other**. Click Continue.
7. Select the Community of Practice as **Other Public Health Interests**. Click Continue.
8. Click the green button labeled **Confirm these selections**. Then click Continue.
9. Select the agency **Agencies**.
10. Select **Utah Department of Health** as the listed agency. Then click the green button **Confirm these selections**.
11. Select the Statewide Group as **Other**. Then click the green button **Confirm these selections**.
12. Finally, click the blue button **Finish Creating Account**.
13. Click the green Action's button. Then select Pre-Assessment. You may be prompted to complete your profile prior to taking the pre-assessment portion.
14. When prompted to enter information about your organization please fill out the details below.

Your Profile Is incomplete

Manage Groups


Account

Contact

Address

Organization

Professional License Number

Professional Role 

Organization

(Fields marked below are required)

Organization Name	<input type="text" value="UYSA"/>	Department / Division	<input type="text" value="Youth Soccer"/>
		Bureau / Section	<input type="text"/>
		Title	<input type="text" value="Coach/Admin"/>

Your profile contains all your system settings and attributes. Please note that some fields are required, until you complete all required settings some site functionality may be limited. For your convenience each section in the profile will indicate if it is incomplete.

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15. In Work Settings, you may enter in Non-profit.
16. Once you have completed your profile click the orange Close button in the top half of the left side of the page. This will bring you back to the homepage.
17. Click the green Pre-Assignment button. Start the pre-assessment and answer the questions.
18. Once completing the pre-assignment questionnaire click the green **Launch** button to begin the course.
19. Continue through by viewing the videos and answering the questions.
20. Upon completion of the training you will be required to take the Post Test. Once that has been completed, you will be able to print or save your certificate.



The screenshot shows the CDC TRAIN website interface. At the top, there is a navigation menu with links for HOME, COURSE CATALOG, YOUR LEARNING, CALENDAR, RESOURCES, and DISCUSSIONS, along with a search icon. Below the navigation, the main heading reads "HEADS UP to Youth Sports: Online Training for Coaches". A navigation bar contains buttons for "Back", "History", "Pre-Assessment", and "Print Certificate". The "Print Certificate" button is highlighted with a red box and a red arrow. Below the navigation bar, there is a progress indicator showing "Completed" and "Web-Based Training - Self-Study" with a rating of 4.5 stars (4044 Ratings). The course details include "ID 1089818", "Skill Level: Introductory", and "0.45h". A note mentions an FAQ document in the Resources tab. The CDC HEADS UP logo and tagline "SAFE BRAIN. STRONGER FUTURE." are also visible.

21. Your certificate will show your name and the date of completion. Please view the image below as a reference.



The image shows a "Certificate of Completion" from CDC HEADS UP. The certificate features the CDC HEADS UP logo and tagline "SAFE BRAIN. STRONGER FUTURE." at the top. Below the logo, it states "Awarded 06/01/2020 to Carly Brown". The certificate is awarded "In recognition of completing the HEADS UP Concussion Training for Youth Sports Coaches". The CDC logo is visible in the bottom right corner.

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