



Professional Development Requirements for Coaches – FAQs

Q: How do I know how many points I need?

A: Log in to your locker and go to the certification tab. From there you can find your required PD points both on the “Transcript” tab, and on the “Maintenance” tab.

Q: How long do I have to accumulate PD points?

A: Refer to the aforementioned Transcript or Maintenance tabs to see the end of your current PD point cycle

Q: What happens at the “End” date if I have all the required PD points?

A: The date will reset to a new end date, and the PD points will reset to 0. You will then have until the new date to fulfill the required points. Your certification status will remain unchanged.

Q: What about if I do not have all the required points by the end date?

A: The date will not reset, and your certification status will lapse to “Certified – Not Renewed”. Coaches with this status will not be able to act in the capacity of a certified coach until the full certified status is restored.

Q: How do I restore my status to certified once it shows “Certified – Not Renewed”?

A: Simply complete the missing PD points! After that, the date will reset to a new end date, the PD points will reset to 0, and your status will return to “Certified”

Q: What can I do to get PD points?

A: [Refer to the full document linked here](#). You can self report things like active years coaching and first aid courses through the “Self-Report” tab of your locker. You can take E-learning courses available through the locker – there are many free and low-cost options. You can participate in an NCCP course or GymBC run webinar. There are many different ways!

Q: My locker doesn't seem right. What can I do?

A: Ensure you are using the full site, not the mobile site. The mobile site often misses items! If your missing course or even occurred less than 2 months ago, sit tight and wait for the update a little longer. If your missing course occurred more than 2 months ago please contact the host organization or coaching@gymbc.org for assistance.