



Team Administrator

Checklist For New Team Admins		Date Done
Create US Soccer Profile	Create your US Soccer Coach Profile here . Click on “Sign Up” top right.	
Verify email	Check your email inbox/spam folder for email verification link from US Soccer.	
SafeSport Training	Register and complete SafeSport training here . (90 Minutes)	
Concussion & Sudden Cardiac Arrest	Complete both trainings within course called: INTRODUCTION TO SAFE AND HEALTHY PLAYING ENVIRONMENTS – Click here (25 minutes)	
Update Cal South Profile	Once both trainings above have been completed, log back into Cal South Click here Click on License Tab, then click on the blue Button → Get Learning Center Updates to have transfer your verified trainings into your Cal South profile.	
ONLY for those 18 and older – One time only		
Live Scan Background	Get Live Scanned for Cal South. For Instructions – Click Here	
Email ATI Code	Email livescan@calsouth.com to provide us the ATI code you were assigned.	

Requirement Checklist for Returning Admin		Date Done
SafeSport Refresher	Register and complete SafeSport Refresher training here . (30 Minutes)	

Resources:

[Cal South Codes of Conduct](#)

[Cal South Athlete and Participant Protection Policy Summary](#)

[Cal South’s Athlete and Participant Protection Policy](#)

