



OGHA Trainer's Season To Do List

Pre-season:

- Ensure trainer certification is up to date.
- Check trainer kit and ensure all materials are in working order.
- Make sure first aid kit is re-stocked. Obtain OGHA First Aid Kit as necessary.
- Supply each player/parent with a [Player Medical Information Form](#) and ensure it is returned to the trainer before the beginning of the first game of the season. A player cannot play a game until the trainer has this form completed.
- Maintain a folder to keep paperwork such as the medical information form as well as other items found from the [HTCP downloads](#).
- Discuss with coaching staff team and trainer expectations.
- Discuss with Manager and treasurer a trainer budget. Budget should include money to purchase first aid items as needed and player game water bottles.
- Whenever possible ensure there is a backup trainer for the team in case you are unable to attend a practice or game.
- If necessary, create a pre-game warm up routine for the players.
- Have your [Emergency Action Plan](#) (EAP) created and practiced.

During the season:

- Arrive early to practices and games to attend to players as needed before they go on the ice.
- Bring trainer equipment to all on ice events.
- Bring game water bottles to games and take them with you after games (maintaining the water bottles ensures all players have water during the game).
- Practices – watch attentively sitting on bench.
- Games – watch attentively staying out of way of coaching staff
- In case of Injury:
 - Use EAP if necessary
 - Ensure to communicate with Coach if player can or cannot continue to play
 - If injury required support beyond first aid (ie, doctor visit) fill out the [Hockey Canada Injury Report Form](#) and send it to the [OGHA Risk and Safety Officer](#) within 24hrs of injury.
 - Complete any other paperwork from the [HTCP downloads](#) pertaining the injury such as the [Injury Log](#) and [Return to Play](#) as necessary.

Post-season:

- Return Supplied First Aid Kit to OGHA
- Give game water bottles to players to keep
- Submit any outstanding receipts to team treasurer for reimbursement from trainer budget