

AHSAA Audit Checklist

The required documents listed below should be on file in DragonFly and must be readily accessible to AHSAA auditors.

The following should be completed and on file prior to a student-athlete participating in any practice:

- Student Birth Certificate.
- Student Pre-Participation Physical Form (annually on the current AHSAA form with the current year.). Must be signed by an M.D. or D.O.
- Student Concussion History Form (annually on the current AHSAA form with the current year.) Must be signed by the student and parent/guardian.
- Student Release Form (annually on the current AHSAA form with the current year.). Must be signed by the student and parent/guardian.
- Student Sudden Cardiac Arrest Form (annually on the current AHSAA/ALSDE form with the current year.) Must be signed by the student and parent/guardian.

All forms may be found on the AHSAA Forms Page

<https://www.ahsaa.com/School-Parent-Resources/AHSAA/Information/AHSAA-Publications-and-Forms>

The following should be completed and on file prior to a student-athlete participating in any athletic contest:

- Student NFHS Sportsmanship completion documentation (one time).

The following coach certification documentation (for head coaches, assistant coaches, non-faculty coaches) should be completed and on file prior to a coach (faculty or non-faculty) participating in any practice:

- Coach Certification documentation (for head coaches, assistant coaches, non-faculty coaches). This includes proof of completion of:
 - [Principles of Coaching](#) ([NFHSLearn.com](#))
 - If you feel that a taken college course may replace this course, a transcript and course description must be emailed to the AHSAA.
 - [First Aid courses](#) ([NFHSLearn.com](#))
 - If you feel that a taken college course may replace this course, a transcript and course description must be emailed to the AHSAA.
 - Coach CPR and AED certification (must be active).
 - All American Heart Association courses are accepted as long as the course has a “hands-on” component and taught in person.
 - [NFHS Coach Concussion Course](#) (one time). ([NFHSLearn.com](#))
 - [NFHS Coach Heat Acclimatization Course](#) (one time). ([NFHSLearn.com](#))
 - [NFHS Coach Sudden Cardiac Arrest Course](#) (Must be completed in 2024 and then every 2 years). ([NFHSLearn.com](#))
 - [Student Mental Health and Suicide Prevention](#) (one time). ([NFHSLearn.com](#))

The following The following coach certification documentation (for head coaches, assistant coaches, non-faculty coaches) should be completed and on file prior to a coach (faculty or non-faculty) participating in any athletic contest:

- Coach [NFHS Sportsmanship](#) (one time).

Note: All coaches, faculty, and Non-faculty coaches and first-time coaches will be required to complete AED training with CPR certification. Emergency Action Plan for each facility for each sport. Emergency Action Plans are required for each sport facility.