

# **CDC Concussion Training Instructions**

Michigan has enacted a youth sports concussion law, and organizations are required to have all of their volunteer coaches complete concussion training for youth sports. This training is to be completed every three years. Here are the steps to take for the training:

1. <https://www.cdc.gov/heads-up/training/youth-sports.html>
2. Click "Take the Training" under Overview
3. Create an account with CDC TRAIN or login with an existing account
4. Click the course: **HEADS UP to Youth Sports: Online Training for Coaches**
5. Complete the pre-assessment
6. Launch the course and watch the training
7. Complete the test
8. Click the blue "Print Certificate" button
9. Send a copy to Novi Parks in one of the following ways:
  1. Save it as a PDF and email it to [sfellhauer@cityofnovi.org](mailto:sfellhauer@cityofnovi.org) & [ejunge@cityofnovi.org](mailto:ejunge@cityofnovi.org)
  2. Take a picture of it and email it to [sfellhauer@cityofnovi.org](mailto:sfellhauer@cityofnovi.org) & [ejunge@cityofnovi.org](mailto:ejunge@cityofnovi.org)

Thank you for volunteering as a Novi Parks coach!