

National Ski Patrol Youth Protection Training requirements

National Ski Patrol's Policies and Procedures requires that all NSP leadership and any members working with protected parties complete youth protection training from an NSP-approved training source. The requirement provides several options for completing the training.

How to access Youth Protection training

[The Scouting America Youth Protection Training](#) is impressive and strongly suggested as a free, comprehensive, and informative resource for Youth Protection Training. You will be required to create a free account to gain access to this training. This certification is valid for 2 years.

Alternatively, members and leadership who are required to take the training and wish to use the free Armatus/Praesidium option provided by NSP should contact Member Services (memberservices@nsp.org) to request an invite to Armatus/Praesidium. This certification is valid for 3 years.

Each member will receive an invitation that provides a link to create a password and activate their account. Once logged in, each member will access the course list and complete the following modules (available in English, Spanish, and French):

Required modules:

- a. Duty to report
- b. Preventing sexual activity among adolescents
- c. Meet Sam

Once they have completed the training, they will email the certifications to their Division Director or an assignee.

Instructions for Members Who are Renewing their Armatus/Praesidium training:

Anyone who has already completed the course in the past and has a Praesidium Academy training account doesn't need to contact the office first. They can log in to

<https://www.praesidiumacademy.com/learn> with their existing login information

- If you cannot remember your password, click on **Forgot your password** and follow the instructions.
- For extra assistance, don't hesitate to get in touch with Praesidium, Inc., 800-743-6354.

Bulk upload of YPT invitation requests

In the case where leadership has multiple members who must take the training, they can email a CSV-formatted spreadsheet of the members needing to take the course, including the following information

IN SEPARATE CELLS to memberservices@nsp.org :

- First name
- Last name
- email address

This format allows the office to mass-upload the invite requests. (To access a template for this purpose, download the [Youth Protection Training upload file](#) from the Document Library.)

Additional valid options for certification (some may have fees):

- Virtus - 4 Years (Catholic Archdiocese)
- Ministry Safe - 2-3 years, and they get background checked
- Civil Air Patrol - 4 years
- SafeSport – Annual
- Members who have completed YPT through Coaching or Youth Program can submit their existing certifications
- Members who have completed YPT as part of their profession can submit their existing certifications.

INSTRUCTIONS FOR DDs or DD ASSIGNEES

According to NSP's Policies and Procedures, members who are required to complete Youth Protection training must submit proof of completion to their Division Director or a designee. The Division Director or designee must then provide the national office with each member's completion date and the training provider.

Please follow these steps to ensure that the staff can keep member records up-to-date.

Division Directors or designees should email these records to memberservices@nsp.org in the format of an [Excel spreadsheet](#).

- a. Please save and reuse this file for transmitting new YPP certifications each week (or as necessary).
- b. **Please change the date depending on the date you are submitting new certificants.**
 - i. **PLEASE DELETE** names from previous week's spreadsheets to ensure no duplicates.
 - ii. Current column configuration is very important. Please do not alter column placement within the spreadsheet.
 - iii. All visible columns must be filled in to complete the upload.
 - iv. Ex:

MEMBER ID	Last Name	First Name	Course Completion Date	Course Administrator	Course Expiration Date
456789	Schmo	Joseph	12/12/2020	Boy Scouts of America	12/12/2022

- v. Please save the spreadsheet as
DivisionName_Year_Month_DayofCurrentUploadRequest_YPP.xlsx when sending to Member Records.
 1. Ex: Central_2021_September_19_YPP.xlsx
2. The spreadsheet should be sent to memberservices@nsp.org, with the subject line YPP Upload Request + name of the file, and we will have it uploaded.

Youth Protection Training Info from the P&P

Chapter 13 YOUTH PROTECTION: TRAINING AND REPORTING GUIDELINES

Chapter 1

1.1 Introduction

This NSP youth protection policy is designed to minimize the risk of abuse of youths (defined as protected parties) participating in NSP-sanctioned courses or events, ensuring compliance with all state and federal laws governing events or activities involving youths. Protected parties are defined as Young Adult Patrollers (YAPs) and other non-NSP members under the age of 18 who may be involved in support roles during NSP courses or events. This excludes on-hill patrolling activities, which fall under area operations where policies of the area would apply.

To meet the goal of protecting our youth, the NSP requires that key NSP leaders and other members working with protected parties complete youth protection training from an NSP-approved training source. In addition, the NSP will provide reporting guidelines if abuse is suspected or witnessed, as well as guidelines for management of any NSP-sanctioned event where protected parties are involved, to provide a safe, nurturing, and empowering environment. No form of abuse will be tolerated, and reports of abuse or suspected abuse will be investigated and subject to the NSP Code of Conduct. Our organization will fully cooperate with authorities if allegations of abuse are made that require additional reporting or investigation. It is the duty of all NSP members, NSP employees, and other participants to protect our youth from all types of abuse.

1.2 Training

To promote youth safety and ensure compliance with NSP policies designed to protect youths participating in NSP events and courses, NSP members in leadership roles or members who come into contact with youths (defined below) must complete and document training in a recognized youth safety program specified in section 13.2.4.

1.2.1 Training Requirements for NSP Leadership Positions

13.2.1.1 Leaders within the chain of command have a variety of responsibilities within the organization, including the promotion of youth safety and ensuring compliance with NSP policies and requirements. Individuals in the following positions (if applicable) are required to complete training in a recognized youth safety program, as specified in section 13.2.4:

- Patrol Representative, Patrol Director, and Unit Representative in any patrol or other unit in which protected parties are members of the patrol/unit
- Assistant Region Directors/Section Chiefs (if applicable)
- Region Directors
- Region Program Administrators or Advisors in any discipline in which protected parties participate in courses or other events held within the region
- Region Legal Advisors
- Assistant Division Directors
- Division Directors
- Division Program Supervisors or Advisors in any discipline in which protected parties participate in courses or other events in the division
- Division Legal Advisors
- National Program Directors and Advisors
- National Board Members
- National Legal Advisors
- National Safety Team

- 1.2.2 Courses and Events that do not include overnight outings
- 1.2.2.1 When protected parties are participating in an NSP course or other event that does not include overnight outings, at least one (1) NSP instructor who participates in the course or other event must have completed the youth protection training specified in section 13.2.4.
- 1.2.3 Courses or Events including overnight outings
- 1.2.3.1 When protected parties are participating in an NSP course or other event that includes overnight outings or lodging, at least two (2) NSP instructors matching protected party demographics participating in the event must have completed the youth protection training specified in section 13.2.4. In other words, if the outing includes a male participant, there should be at least one male instructor. If the outing includes a female participant, there should be at least one female instructor. Each protected party's parent or guardian may approve of an adult chaperone for the protected party during the NSP course or other event. Any adult participating in the NSP course or other event who has completed the youth protection training may be designated an adult chaperone. If a protected party's parent or guardian is participating in the NSP course or other event, then no additional chaperone is required, and that parent or guardian is not required to complete the NSP-required training.
- 1.2.4 Recommended Youth Protection Training
- 1.2.4.1 To satisfy the NSP youth protection training requirement, members and other adults in the positions and roles specified in sections 13.2.1 – 13.2.3 must complete one of the following training programs. They must submit documentation of training to the appropriate Division Director or designee. Training and documentation must be completed prior to participating in an NSP-sanctioned course or event where youths are present, or within 30 days after election or appointment to a specified leadership position:
- Armatus online training through Praesidium, including the following modules:
 - Duty to Report
 - Preventing Sexual Activity among Adolescents
 - Meet Sam
 - Directions for access are located on the NSP website
 - Documentation of completion is available after completion.
 - Safesport.org training (fee)
 - The Scouts BSA youth protection training
 - Other online training with completion documentation and approval of the Division Director
 - In-person training provided by school districts, child care centers, or other in-person training of at least 2 hours in length, where a documentation of completion is provided.
- 1.2.5 Frequency of training
- 1.2.5.1 Training is valid for three years and must be retaken prior to the expiration of the three-year period for continued participation in activities where protected parties are present.
- 1.2.6 Documentation of training
- Any member who is required to complete youth protection training shall present documentation of training to the Division Director or designee. Non-members required to complete youth protection training must submit documentation of training to the Instructor of Record or event leader, who will forward the information to the Division Director or designee. The Division

Director or designee will notify the national office of the training provider and completion date for each member, which will be recorded on the member's profile. Training information for non-members will be retained by the Division Director or designee.

1.2.7 Training Exemption

1.2.7.1 In certain situations, the youth protection training requirement in this section will not apply.

1.2.7.2 Patient Training Exemption: In any patrol or other unit in which no protected parties are members of the patrol/unit, and protected parties are present during an NSP course or other event to provide an opportunity for NSP members to learn or refresh OEC skills, then the training requirement in section [13.2.2] applies only to the IOR for such course.

1.2.7.3 Other Exemption: Any instructor who certifies that the purposes of this youth protection policy would not be served by requiring training of certain participants may request a training exemption by submitting the Youth Protection Training Exemption Form to the Division Director or designee for approval. Any such request must set forth a justification that includes the number of protected parties expected to participate in the NSP course or other event, the instructors or other adults participating in the course or event who have completed the youth protection training specified in section 13.2.4, and the reasons why additional training would not further the purposes of this youth protection policy.

1.2.8 Responsibility of IOR/Event Leadership

1.2.8.1 It is the responsibility of the IOR or event leader to ensure that the youth protection training requirement has been completed by those adults subject to the training requirement, including NSP members and non-members. That proof of training has been received and provided to the Division Director or designee, prior to the event. Those adults subject to the training requirement who have not completed the required youth protection training requirement will not lead events or serve as overnight chaperones.

1.2.8.2 It will be the responsibility of Region and Division program supervisors, advisors, and administrators to ensure that all instructors subject to the training requirement have completed youth protection training.