Below, you will find a simplified overview of the steps required to register in a clinic or an online clinic for a Health and Safety Attendant through the Hockey Québec Website and Hockey Canada eHockey.

Steps:

1. Go to the Hockey Québec Website (www.hockey.qc.ca);

2. Click on the « Inscriptions aux formations » tab;

3. Click on the « Santé et Sécurité au Hockey » tab;

4. Select the level in which you are involved (Health and Safety Attendant in Hockey). If you have not completed the "Respect and Sport" portion, you must complete it before the Health and Safety Clinic;
5. Click on the « S’inscrire » tab;

6. If you already own an eHockey account, enter your E-mail and password to access the next step – otherwise, click on the « Please click here to create an account now » and give the required information to create your account;

7. Once the account is created, you will be directed to the eHockey home page where you will need to add yourself as a participant,
8. Click on the « Inscrire à un stage » tab;

9. You can then search for a clinic for the level you are involved or consult the list of clinics at the bottom of the page;

10. Results of the search will be shown as follows. If the clinic shown corresponds to the clinic (or the on-line clinic) you wish to register, click on the « Inscrire » link;
11. The information related to the clinic will appear – select your division under the tab « Veuillez sélectionner la division ».

![Image of a selection tab]

12. As the case may be, the fees for the clinic will be shown – click on « Continuer ».

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life Safety</td>
<td>50.00 $</td>
</tr>
<tr>
<td>Price</td>
<td>50.00 $</td>
</tr>
<tr>
<td>Total</td>
<td>50.00 $</td>
</tr>
</tbody>
</table>

![Image of a fees table]

13. Click on the « Caisse de sortie » tab to proceed with the payment;

![Image of a payment page]

14. Payment methods will be shown. Specifically for the coaches’ on-line clinic, payment must be made on-line with a credit card. With regards to fees related to clinics (theory given in class), payment methods differ according to the region.

15. Once the payment is completed, click on « Retour au site commercial », which will bring you back to the eHockey home page. Otherwise, you can reaccess the eHockey Website by using the following address: https://ehockey.hockeycanada.ca/ehockey/Account/Login.aspx.
16. To access your profile, click on « Afficher ».

17. Under the “Stage” tab of your profile, you will see the clinic (or on-line clinic) to which you are registered. With regards to the on-line clinic for Health and Safety Attendants, you will see the link that will give you access the on-line clinic. Once the session is completed, the latter will appear as ‘Certifiée’.

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**Approved for publication by:**

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