

Version	Date	Author	Change Description
1.0	July 2019	K. Kendall & S. Hunter	Policy Created

Policy Objective

This sets out the requirements for Team Member in relation to responsibility for continued professional development and upkeep of relevant fitness industry knowledge.

Rationale

Management must ensure that all Team Members have provided JP certified copies of their qualifications and are taking the necessary steps to upkeep their fitness industry knowledge.

Strategies and Practices

Professional Development

The core role of a Registered Exercise Professional is to plan and deliver safe and effective exercise programs for individuals and/or groups. A Registered Exercise Professional undertakes one or more of the following roles:

- Personal Trainer
- Gym Instructor Group
- Exercise Instructor
- Group Exercise Leader

Competency in delivering specific activities within these roles is obtained through qualification and/or approved continuing education. Exercise Professional Registration practice is based on verification of initial and continuing competence.

All members of the fitness profession have an individual responsibility to maintain their own level of professional competence and each of them must strive to improve and update knowledge and skills. Exercise professionals as members of the profession shall promote and maintain practice based on current knowledge and research and develop this body of knowledge as appropriate.

The exercise professional has a responsibility to contribute to the continuing development of the profession by critical evaluation of professional practice, research, apprenticeships, continuing education and membership of the professional association.

At managements discretion, the facility will support Team Members industry knowledge development through allowing time and organising in-house training as required.

Team members are invited to present training opportunities to management for consideration at any time.

Qualification and Continuing Education

Registered Exercise Professionals are required to complete the minimum level vocational qualification or equivalent higher education qualification for category specific registration and to hold current senior level first aid and CPR certifications.

Exercise delivery competency can be enhanced through completion of Fitness Australia approved continuing education programs.

Ongoing registration requires exercise professionals to maintain currency of skills and knowledge through approved continuing education, evidence of relevant professional practice and currency of first aid and CPR certification.

Important Relevant Documents

- *Staff Information Form*
- *Team Member Orientation*
- *Team Member Qualifications*

Resources & References

- ***Business Principles and Guidance for Fitness Business. Principle 1: Deliver health and exercise services with due care and skill***
- ***Business Principles and Guidance for Fitness Business. Principle 2: Ensure, so far as reasonably practical, the safety of its customers***
- ***Business Principles and Guidance for Fitness Business. Principle 3: Take reasonable care to ensure the suitability of its advice***
- ***Business Principles and Guidance for Fitness Business. Principle 10: Aim to establish a quality improvement culture***
- ***Fitness Australia: Scope of Practice for Registered Exercise Professionals: Section 3 – Qualification and Continuing Education***

Notes

Information relating to this policy is communicated throughout the facility using a variety of the following:

Emails, Team meetings and memos, notice boards and posters, pamphlets and information sheets, role modelling and signs displayed around the fitness facility.

Policy Written by: K. Kendall & S. Hunter		Date: July 2019
Final Approval by: Kylee Kendall	Approved Date: July 2019	Next review date: July 2020