

RPL/RCC – Stage 1

Certificate III in Fitness SIS30321

Recognition of Prior Learning (RPL) & Recognition of Current Competence (RCC)

Do you have prior qualifications and/or experience gained through years of work in skilled and challenging jobs? Gaining recognition of these skills is sometimes not easy and can hold you back in progressing your career to the next step. If this is your situation, you can unlock your full potential by having your skills recognised by ACFB!

All applications for RPL/RCC are considered by ACFB's Program Manager. Please note, ALL applications for RPL/RCC MUST be accompanied by the requested performance evidence outlined within this document and will be submitted during Stage 2 of this process.

How does the RPL process work?

There are two (2) stages to the RPL/RCC process:

Stage 1

- Identify the units that you believe you have the required knowledge and skills, AND where you can provide the performance evidence required
- Pay particular attention to the example evidence you will need to submit if you were to apply for RPL/RCC for the unit. You will need to submit evidence to meet all the Performance Evidence listed for each unit
- Check the boxes on the left-hand side for each unit where you would like to move forward with the RPL/RCC process
- Email this completed form to rpl@acfb.edu.au
- Make payment of the non-refundable RPL/RCC processing fee of \$100 (please note, this fee will be deducted from your course fee after enrolment)
- ACFB will then send you an RPL/RCC document for each unit checked below

Stage 2

- Fill in the unit RPL/RCC documents sent to you, answering all short answer questions in detail related to your knowledge of the unit
- Submit each RPL/RCC unit document, along with all evidence requested to rpl@acfb.edu.au. Hard copy documents will not be accepted.
- Where RPL/RCC is requested for multiple units, place all evidence for a unit within a folder using the unit code as the title, then zip the folder and attach to the email
- ACFB will review your submitted documents and may request further evidence if required (this may also include practical demonstrations and oral questioning)
- You will then receive an RPL/RCC Summary outlining the units where you have successfully gained RPL/RCC and the amended course price (if applicable). Please note this amended price will include a fee per unit for the RPL/RCC process.
- An RPL/RCC application may take between 10-21 business days to process from when we receive your completed unit forms and supporting evidence.

First Name _____ Surname _____ Email _____ Phone Number _____

Previous Qualifications

In the area below, list all relevant qualifications and specific units completed that you believe would assist you in your claim for RPL/RCC. Ensure you include the year of completion.

Previous Experience

In the area below, list all relevant experience that you feel would assist you in your claim for RPL/RCC. Ensure you include the year the experience was completed.

Safe Practice Gym Principles	
BSBOPS403	Apply Business Risk Management Processes
Unit Description:	<p>This unit describes the skills and knowledge required to identify business risks and to apply established risk management processes to a defined area of operations that are within the responsibilities and obligations of the work role.</p> <p>The unit applies to individuals with a broad knowledge of risk analysis or project management who contribute well developed skills in creating solutions to unpredictable problems through analysis and evaluation of information from a variety of sources. They may have responsibility to provide guidance or delegate aspects of these tasks to others. Risks applicable to own work responsibilities and area of operation may include projects being undertaken individually or by a team, or operations within a section of the organisation.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where they have implemented risk and apply risk management processes or, - have experience in implementing workplace policies and procedures related to risk management • The evidence of the above will include the ability to apply organisational policies, procedures and processes to: <ul style="list-style-type: none"> - Identify risks - Analyse and evaluate risks - Treat risks - Monitor and review effectiveness of risk treatments • Applicants will need to provide evidence of treatment of a minimum of three (3) risks <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency • Evidence of working within the industry through letters from employers outlining job role and duties • Risk assessment policies and procedures, completed risk assessment documentation • Completion of oral questioning and or demonstration related to your job role or knowledge of risk management processes; If required this will be completed at a later stage.
BSBWHS332X	Apply infection prevention and control procedures to own work activities
Unit Description:	<p>This unit describes the skills and knowledge required to undertake work activities in compliance with organisational procedures that prevent and control infection. It involves implementing standard and transmission-based precautions, identifying infection hazards, and assessing and responding to infection risks.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where they have undertaken infection prevention and control or, - have experience in undertaking infection prevention and control within their job role • Applicants will need to provide evidence of completely infection prevention and control activities within work activities

	<p>Example Evidence:</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency • Evidence of working within the industry through letters from employers outlining job role and duties • Copy job role that includes infection control and prevention • Copy of infection control and prevention procedures being implemented • Completion of oral questioning and or demonstration related to your job role where infection prevention and control processes are being applied; If required this will be completed at a later stage.
HLTWHS001	Participate in workplace health and safety
Unit Description:	This unit describes the skills and knowledge required for workers to participate in safe work practices to ensure their own health and safety, and that of others.
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where they have undertaken work health and safety or, - have experience in undertaking work health and safety as a component of a job role • There must be demonstrated evidence that the candidate has completed the following tasks at least once in line with state/territory WHS regulations, relevant codes of practice and workplace procedures: <ul style="list-style-type: none"> - contributed to a WHS meeting or inspection in workplace - conducted a workplace hazard identification and risk assessment and recorded the results - consistently applied workplace safety procedures in the day-to-day work activities required by the job role - Followed workplace procedures for a simulated emergency situation - Applicants will need to provide information related to their knowledge within all <u>blue</u> sections <p>Example Evidence:</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining job role and duties • Evidence of implementing policies and procedures including: <ul style="list-style-type: none"> - Evacuation drills checklist and emergency procedures - Hazard identification, risk assessment and control documentation completed - Equipment and facility maintenance checks - Workplace meeting minutes • Completion of oral questioning and or demonstration related to your job role or knowledge of WHS processes; If required this will be completed at a later stage.

SISXFAC001	Maintain equipment for activities
Unit Description:	This unit describes the performance outcomes, skills and knowledge required to conduct routine maintenance and minor repairs on equipment.
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where they have undertaken exercise or sport equipment maintenance or, - have experience in undertaking equipment maintenance for a specific sport or activity, or general equipment maintenance as part of sport, fitness or recreation facility operations • Applicants will need to provide evidence of how they have completed minor maintenance tasks over a minimum of <u>five (5)</u> service periods, this will include the following equipment, e.g., cleaning, lubricating, reinflating, checking for damage, restocking, or refilling, repairing, calibration, storing etc <p>Example Evidence:</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining job role and duties • Copy equipment repair and maintenance resources and processes • Copy of maintenance records and forms • Completion of oral questioning and or demonstration related to your job role or knowledge of equipment repair and maintenance; If required this will be completed at a later stage.

Screening & Assessment	
SISFFIT032	Complete pre-exercise screening and service orientation
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to screen clients for participation in exercise programs and to provide general advice about programs and services suitable to clients. It requires the ability to utilise industry standard pre-exercise screening systems, questionnaires and guidelines to collect and evaluate health information, and to determine suitable levels of exercise intensity for clients. This includes determining risk factors and providing referrals to medical or allied health professionals for guidance. Screening may occur prior to clients beginning an exercise program, before changes to programs and when their health status changes. Outcomes are used by fitness instructors to plan client programs; skills for planning are covered in complementary units.</p> <p>This unit applies to group fitness instructors including group exercise instructors, gym instructors and personal trainers. It can also apply to other fitness facility staff members who screen clients and provide service information prior to clients participating in exercise activities. They practise in settings such as fitness facilities, gyms, leisure and community centres, client workplaces and homes, and outdoor locations, depending on their job role.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where they have implemented pre-exercise health screening to clients or, - have experience in implementing pre-exercise health screening to clients within a fitness or health facility • The evidence of the above will include the ability to: <ul style="list-style-type: none"> - take and record basic body measurements including weight, height, waste circumference, BMI - explain features and benefits of available programs, services and facilities that meet the client’s needs and preferences - provide advice on suitability of exercise intensity and types of programs, according to the outcomes of their screening - accurately document details of client contact, including screening outcomes, and advice provided • Applicants will need to provide evidence of completing three (3) pre-exercise health screens to clients including male and females, and a client 55 years or over • Applicants will need to provide evidence of providing two (2) written referral for a client to a medical or allied health professional including document informed consent <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with similar unit of competency or, • Evidence of working within the industry through letters from employers outlining job role and duties • Copies of three (3) pre-exercise screens completed with clients including a male, female and a client 55 years or over (client personal information will be blacked out) • Copies of two (2) written referrals to medical or allied health professionals (client personal information will be blacked out) • Completion of oral questioning and or demonstration related to your job role or knowledge of the pre-exercise screening process; If required this will be completed at a later stage.

SISFFIT033	Complete client fitness assessments
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to assess current fitness capabilities of clients using information from industry standard pre-exercise screening as the starting point. It requires the ability to complete assessments using a range of activities and measurements and to document outcomes.</p> <p>Assessment may occur prior to clients beginning an exercise program, before changes to programs and when their health status changes. Outcomes are used by fitness instructors to plan client programs. Skills for planning are covered in complementary units.</p> <p>This unit applies to gym instructors and personal trainers, who work unsupervised when interacting with clients using discretion and judgement to provide individually tailored client assessments. They practise in settings such as fitness facilities, gyms, leisure and community centres, client workplaces and homes and outdoor locations, depending on their job role.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where you have implemented fitness assessments to clients or, - have experience in implementing fitness assessments to clients within a fitness or health environment • The evidence of the above will include the ability to: <ul style="list-style-type: none"> - measure heart rate at rest, during exercise and post exercise using a monitor - select and use fitness assessments for cardiovascular endurance, muscle strength, muscle endurance and flexibility - accurately record results in client records and prepare information to facilitate exercise program development - suggest options for suitable exercise activities according to fitness assessment outcomes and client goals • Applicants will need to provide evidence of completing three (3) fitness assessments to clients including male and females, and a client 55 years or over • Applicants will need to provide evidence of providing two (2) written referral for a client to a medical or allied health professional who have presented with risk factors <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining job role and duties • Copies of three (3) fitness assessments completed with clients including a male, female and a client 55 years or over (client personal information will be blacked out) • Copies of two (2) written referrals to medical or allied health professionals (client personal information will be blacked out) • Completion of oral questioning and or demonstration related to your job role or knowledge of fitness assessments; If required this will be completed at a later stage.
SISFFIT052	Provide healthy eating information
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to provide general, and not individualised, information about healthy eating to fitness clients. Information is based on the main recommendations of the current Australian national dietary guidelines which aim to promote optimal health and wellbeing for generally healthy people.</p> <p>The unit requires the ability to recognise situations that are beyond the scope of practice for fitness instructors, and to provide information about the types of medical and allied health professionals with expertise to advise on nutritional needs. This unit applies to group fitness and gym instructors who practise in settings such as fitness facilities, gyms, and leisure and community centres.</p>

<p>Required Evidence:</p>	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously where you have implemented fitness assessments to clients or, - have experience in communicating healthy eating information to clients from the Australian National Dietary Guidelines • The evidence of the above will include providing clients with healthy eating information that includes: <ul style="list-style-type: none"> - the five food groups and their recommended proportional daily intakes - discretionary foods that should be eaten only sometimes and in small amounts • Applicants will need to provide evidence of communicating the above healthy eating information to three (3) clients • Applicants will need to provide evidence of providing three (3) clients presenting with a nutritional need outside of scope of practice with: <ul style="list-style-type: none"> - advise as to why their nutrition needs are outside scope of own role - provide information about the type of medical or allied health professional with relevant expertise <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining this as being a component of job role and duties • Copies of three (3) sessions completed with clients where healthy eating information was communicated (client personal information will be blacked out) • Copies of three (3) sessions where a client presented with a situation requiring nutritional advise outside of scope of own role, including information provided to client about the type of medical or allied health professional with relevant expertise (client personal information will be blacked out) • Completion of oral questioning and or demonstration related to your job role or knowledge of providing healthy eating information; If required this will be completed at a later stage.
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Programming & Instruction	
SISFFIT040	Develop gym-based exercise programs for individual clients
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to develop tailored gym-based exercise programs for individuals where the level of personalised instruction, ongoing client monitoring and program evaluation is limited. Clients are provided with initial instruction and then largely self-manage their own exercise sessions at the gym, according to the program, without ongoing one-to-one instruction. It requires the ability to integrate information from pre-exercise screenings, fitness assessments, and any medical guidance that may have been received for particular clients, to design suitable programs.</p> <p>This unit applies to gym instructors and gym-based personal trainers who work unsupervised when interacting with clients using discretion and judgement and are guided by policies and procedures. They practise in settings such as fitness facilities, gyms, and leisure and community centres.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously related to customer service or, - have experience in developing and instructing individually tailored gym-based programs • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Three (3) individualised gym-based programs each with two (2) session plans each of a minimum duration of 30 minutes (6 session plans in total) - The programs will include a male, female and a client aged 55 years or over and a client for whom medical guidance was received - For each of the three (3) programs (6 sessions), you will need to provide evidence of instructing the 6 sessions - Demonstrate use of client-centred communication and instructional techniques - Across the above 6 sessions, collectively demonstrate incorporation of cardiovascular, resistance, flexibility exercises and exercises with and without equipment - Two (2) of the three (3) programs will need to provide evidence of re-evaluation with program and session modification <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining the above tasks as being a component of job role and duties • Copies of three (3) exercise programs developed with a minimum of two (2) sessions for each. The sessions will collectively incorporate the variety of exercise types listed above (client personal information blacked out) • Copies of documented evaluation and program and session modification for two (2) of the three (3) programs • Filmed exercise instruction of six (6) sessions (this will be required if you do not hold a similar unit at the same or higher-level qualification in exercise instruction e.g., a bachelor level unit in exercise instruction) • Completion of oral questioning and or demonstration related to exercise programming and instruction; If required this will be completed at a later stage

SISFFIT047	Use anatomy and physiology knowledge to support safe and effective client exercise
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to identify the role of anatomy and physiology knowledge in fitness instruction, and to use that knowledge to develop and instruct safe and effective exercise activities. Knowledge of anatomy and physiology underpins effective performance in a range of work functions for fitness instruction. This unit has direct links to, and supports, a range of units for planning and instructing group and personalised exercise programs.</p> <p>This unit applies to group fitness instructors, gym instructors and personal trainers. They practise in settings such as fitness facilities, gyms, leisure and community centres, client workplaces and homes and outdoor locations, depending on their role.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously related to the anatomy and physiology of exercise instruction or, - have experience where knowledge of anatomy and physiology of exercise instruction is used within a job role • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Sourcing and reviewing anatomy and physiology information relevant to fitness instruction from three (3) credible sources - The ability to choose exercises (minimum of 10 different exercises, minimum of 2 for each client type below) related to the following client types that take into consideration relevant anatomical and physiological differences: females, males, clients aged 55 years or over, sedentary clients and active clients - Demonstration of safe exercise technique to clients during individual or group exercise sessions that includes plain language explanations including: <ul style="list-style-type: none"> ○ the relationship between the exercise and its beneficial impacts on the body and health, and muscular function ○ associated injury risk factors and safe exercise technique specific to the client <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining the above tasks as being a component of job role and duties • Professional development completed, memberships held, research articles read etc, that relate to anatomy and physiology and how the information gained was used in fitness instruction work, minimum of three (3) credible resources of information required. • Copies of exercise sessions developed for the client types listed above, with a minimum of two (2) exercises specific to the client type within each sessions (client personal information blacked out) • Filmed exercise sessions delivered that demonstrate the safe application of exercises to the client types/client groups required with explanations provided to the client of points above • Filmed exercise instruction of a minimum of ten (10) exercises specific to the client types listed above with a minimum of two (2) exercises for each client (this will be required if you do not hold a similar unit at the same or higher-level qualification in exercise science and instruction e.g., a bachelor level unit in exercise instruction) • Completion of oral questioning and or demonstration related to exercise programming and instruction; If required this will be completed at a later stage

SISCCRO001	Plan and conduct recreation programs for older persons
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to plan, safely conduct, and evaluate recreation programs for older persons, including frail and moderately active participants.</p> <p>This unit applies to those working in environments such as community recreation centres and indoor or outdoor recreation facilities. Work is performed according to relevant legislation and organisational policies and procedures.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously related to customer service or, - have experience in planning, conducting and evaluating exercise programs for older people, including both frail and moderately active clients • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Exercise programs including both frail and moderately active clients - Conducting exercise programs that individually or cumulatively incorporate at least three of the following; stretching, strengthening or conditioning, posture, balance, chair-based work and floor work - Use of clear verbal communication skills, modelling and demonstration and use of motivational techniques <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining this as being a component of job role and duties • Copies of three (3) exercise programs developed for older adults that includes at least one program for a frail client one for a moderately active client (client personal information blacked out) • The three programs above will need to individually or cumulatively incorporate three of the following: stretching, strengthening or conditioning, posture, balance, chair-based work and floor work • Filmed exercise instruction of three (3) sessions (this will be required if you do not hold a similar unit at the same or higher-level qualification in exercise instruction that includes older adults e.g., a bachelor level unit in exercise instruction) • Completion of oral questioning and or demonstration related to exercise with older adults; If required this will be completed at a later stage

Service & Professional Development	
BSBOPS304	Deliver and monitor a service to customers
Unit Description:	<p>This unit describes the skills and knowledge required to identify customer needs, deliver and monitor customer service and identify improvements in the provision of customer service. It applies to individuals who apply a broad range of competencies in various work contexts.</p> <p>In this role, individuals often exercise discretion and judgement using appropriate theoretical knowledge of customer service to provide technical advice and support to customers over short or long term interactions.</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously or, - have experience in identifying customer needs, delivering a service to customers and then monitoring and reporting on the service delivery • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Using communication skills to establish rapport and build relationships - Identifying customer needs using questioning and active listening skills - Provided customer service in line with organisation requirements - Responding and recording customer feedback and actions taken in line with organisation policies and procedures including producing reports recommending improved service delivery <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with similar unit of competency or, • Evidence of working within the industry through letters from employers outlining this as being a component of job role and duties • Copies of customer feedback received, and actions taken to improve service delivery • Copy of a report completed identifying and recommending ways to improve service delivery <p>Completion of oral questioning and or demonstration related to your job role or knowledge of customer service processes; If required this will be completed at a later stage.</p>
BSBPEF301	Organise personal work priorities
Unit Description:	<p>This unit describes the skills and knowledge required to organise personal work schedules, to monitor and obtain feedback on work performance and to maintain required levels of competence. The unit applies to individuals who exercise discretion and judgement and apply a broad range of competencies in various work contexts.</p>

<p>Required Evidence:</p>	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously related to organizing personal work priorities or, - have experience in organising and completing working schedules, evaluating work performance and coordinating personal skill development • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Preparing and implementing personal work plans - In the course of the above, the candidate must demonstrate evidence of: <ul style="list-style-type: none"> ○ Preparing a work plan according to an organisation’s requirements and work objectives ○ Using technology to schedule, prioritise and monitor completion of tasks in the work plan ○ Assessing and prioritising own work tasks and addressing contingencies ○ Monitoring and assessing personal performance against job role requirements by seeking feedback from relevant personnel ○ Identifying personal development needs and accessing, completing and recording skill development and learning <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with similar unit of competency or, • Evidence of work where personal work plans were created; this may include letters from employers outlining this as being a component of job role and duties • Copy of a work plan created for a project previously implemented that includes the demonstrated evidence required above • Evidence that the plan created was implemented, this may include flyers or brochures for an event, pictures, the document that was created from the work plan etc • Completion of oral questioning related to the creation or implementation of your work plan; If required this will be completed at a later stage.
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Group Exercise	
SISFFIT035	Plan group exercise sessions
Unit Description:	<p>This unit describes the performance outcomes, knowledge and skills required to plan group exercise sessions designed for participation by mixed ability groups, or by groups that predominately comprise a particular profile, for example, older people. It requires the ability to account for the participation of individuals from specific population groups and of diverse abilities and allow for modifications that can be made during instruction. It covers skills for evaluating and improving sessions in response to participant and instructor feedback, noting that sessions might be delivered by self or others. Skills for instructing group exercise sessions are covered in a complementary unit. Exercise sessions are diverse in nature. They could combine or specifically concentrate on cardiovascular, resistance and flexibility exercises, and be delivered with or without music.</p> <p>This unit applies to group fitness instructors and personal trainers who use discretion and judgment when planning sessions to meet diverse participant needs. Instructors practise in settings such as fitness facilities, gyms, leisure and community centres, client workplaces and other locations, depending on their role</p>
Required Evidence:	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously related to group exercise session development or, - have experience in developing and documenting session plans for group exercise sessions • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Developing and documenting session plans for a minimum of six group exercise sessions, each with a minimum duration of 45 minutes - The six (6) group exercise session plans must include one session designed to focus on each of the following participant groups: females, males, participants aged 55 years or over - Across the above six sessions they need to collectively include: cardiovascular exercises, resistance exercises, flexibility exercises and exercises with and without equipment - Gaining feedback from group participants for two (2) of the sessions and provide documented evidence of how you have reviewed the feedback, reflected on your performance and modified future session content taking into consideration the feedback and reflection <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining this as being a component of job role and duties • Copies of six (6) group exercise session plans developed demonstrating a session focus for males, females and older adults 55 years or over • The six (6) group exercise sessions plans will need to cumulatively incorporate cardiovascular exercises, resistance exercises, flexibility exercises and exercises with and without equipment • Provide copies of feedback received from group participants for two (2) of the sessions and provide the modified sessions after review and reflection of this feedback. Provide a documented discussion when you submit the original session, and associated documents above explaining how you have reviewed the feedback, reflected on your performance and how the modified session content took into consideration the feedback and reflection • Completion of oral questioning related to group exercise planning; If required this will be completed at a later stage

SISFFIT036	Instruct group exercise sessions
<p>Unit Description:</p>	<p>This unit describes the performance outcomes, skills and knowledge required to prepare for and deliver land-based group exercise sessions according to predesigned session plans which may have been developed by self or others. It requires the ability to use exercise instructional techniques, and cater for different participant needs, in a mixed ability group situation within the confines of session guidelines. Skills for planning group exercise sessions are covered in a complementary unit.</p> <p>Exercise sessions are diverse in nature. They could combine or specifically concentrate on cardiovascular, resistance and flexibility exercises, and be delivered with or without music.</p> <p>This unit applies to group fitness instructors who work unsupervised when instructing groups, using discretion and judgement to solve routine problems and are guided by policies and procedures. It also applies to personal trainers working independently with groups. Instructors practise in settings such as fitness facilities, gyms, leisure and community centres, client workplaces and other locations, depending on their role.</p>
<p>Required Evidence:</p>	<ul style="list-style-type: none"> • Applicants will have: <ul style="list-style-type: none"> - completed a similar unit previously related to group exercise session instruction or, - have experience in instructing a variety of group exercise sessions • The evidence of the above will include information related to: <ul style="list-style-type: none"> - Instruction of three (3) predesigned group exercise sessions of a minimum 45-minute duration, with a minimum of 6 participants in each session - Within each of the three sessions, the group participants will need to be predominantly different: males, females and participants aged 55 years or over - Across the above three sessions you will need to collectively instruct cardiovascular exercises, resistance exercises, flexibility exercises and exercises with and without equipment - During each of three sessions you will demonstrate: <ul style="list-style-type: none"> ○ Prepare environment and equipment ○ Pre-screen participants for current condition ○ Brief participants and provide safety information tailored to the environment and types of exercises ○ Demonstrate optimal instructor positioning ○ Use clear verbal communication and optimal voice projection ○ Use combined explanation and demonstration of safe exercise technique ○ Use verbal and visual cueing ○ Incorporate motivational communication ○ Complete accurate session documentation and evaluation reports - Across the three sessions, identify two (2) situations from pre-session screenings that require recommendations on exercise participation, explain exercise precautions and provide recommendations for modifications - Across the three sessions, respond to two (2) individuals showing signs of over exertion or difficulty, and modify their activities <p>Example Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency or, • Evidence of working within the industry through letters from employers outlining group exercise instruction as being a component of job role and duties • Submission of three (3) filmed group exercise sessions that meet the requirements as listed above • Completion of oral questioning related to group exercise instruction; If required this will be completed at a later stage