

## **Fitness to Practise Statement Application Approval Form<sup>1</sup>**

Fitness to practise means having the necessary skills, knowledge, health and character to undertake and complete, safely and effectively, a programme that includes elements of professional practice, experiential learning or clinical work. Applicants to or students on the following programmes of study are advised to read this statement.

**1. Programme Name(s):** BSc in Exercise & Health Fitness Management

**2. Course Director(s):** Dr Ian Sherwin

### **3. Professional Fitness to Practise Requirements**

The aim of the BSc in Exercise & Health Fitness Management programme is to prepare graduates who will contribute to the development of the exercise and health fitness field in Ireland and worldwide through their ability to act as competent, reflective and innovative practitioners by drawing upon their expertise and knowledge of evidence-based practice.

Students must be competent in their abilities to effectively plan, deliver and teach exercise and health fitness programmes and practise within their domain of expertise. They should understand the structure and function of the human body and have knowledge of health, disease, disorder and dysfunction and understand how sport and physical activity affect and influence the structure and function of the human body. At all times, students should employ the principles of client centred practice.

### **4. Professional Competencies**

- Protection of the service user

The student must be aware of and act at all times in accordance with the Code of Ethical Conduct (National Council for Exercise & Fitness – NCEF, copy attached). The student must recognise the rights of the service users with whom they are working. At all times they will show a high regard for the personal safety, the moral welfare and the health fitness education of their service users.

- Communication skills

The student must be able to communicate appropriately and effectively at all times with clients/service users, employers, colleagues and fellow professionals.

- Working within the scope of practice

The student should act within the limits of their knowledge, skills, competence and experience.

- Currency

The student/graduate should keep themselves abreast of the latest research in the area of exercise and health fitness and ensure their knowledge and competencies in teaching and programming in exercise and health fitness are in line with best practice.

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<sup>1</sup> All Fitness to Practise application forms should be submitted to the Academic Regulations Committee for its consideration.

- **Confidentiality**  
The student should treat any personal data and issues with confidentiality where required, respect the confidentiality and privacy of service users and act in accordance with the principles of open disclosure.
- **Managing risks and reporting concerns**  
Students must assess health, safety and welfare risks to the service user and maintain adequate professional indemnity insurance. The student must pay attention to safety regulations governing the use of equipment, swimming pools and gymnasiums. The safety of the service user must be ensured at all times. The student should contact the Designated Liaison Person, should any incident arise regarding child protection or vulnerable adults.
  - **Ethics**  
The student must demonstrate ethical awareness, respect, care, integrity and trust, respect the rights and dignity of service users, avoid conflicts of interest and ensure that any advertising is truthful, accurate, lawful and not misleading.
  - **Behaviour on and off campus**  
The student is required to behave in a professional manner throughout any placement, this includes adhering to appropriate standards of dress and appearance.
  - **Keeping appropriate records**  
The student is expected to teach/observe every class that is noted on his/her timetable. The student must have a scheme of work and class plan in advance of each health fitness class or part thereof taught. Appropriate records should be kept, where required, as well as follow procedure in terms of completing incident reports.

## **5. Health Requirements**

Professional settings and practice will generally require the student to maintain a level of good health and fitness (physical and mental) to ensure the student and service users are not adversely affected by any health condition that may arise.

Issues that might impair a student's fitness to practise are wide-ranging and can arise at any time throughout the student's programme of study. Specific issues may be temporary in nature and can be dealt with informally by advising the student on how best to address conduct, competence or health issues so that fitness to practise issues are managed in a professional manner.

As part of a general health protection, UL and their affiliates and/or placement partners may require students to undergo health screening or other forms of health assessment.

Signed: Course Director

## **National Council for Exercise & Fitness Code of Ethical Conduct**

**It is the responsibility of NCEF alumni to maintain the standards as set down by the National Council for Exercise & Fitness and/or by your employer. Also, to establish & maintain your own credibility by being professional in your role as an Exercise & Health Fitness Professional.**

- Show honesty, integrity, discretion and trustworthiness. (This includes refraining from disclosing any confidential information given to you by a client or colleague).
- Practise within the legal and ethical boundaries of your profession.
- Do not misrepresent your qualifications, experience or expertise in any way or exaggerate or mislead clients in respect of the effectiveness of any techniques they undertake.
- Demonstrate a positive and appropriate personal appearance.
- Be punctual and professional at all times.
- Be welcoming, approachable, empathetic and discreet.
- Appear competent and confident in your knowledge, ability and skills.
- Be able to demonstrate effective and appropriate skills in communicating information, advice, instruction and professional opinion to clients.
- Be prepared and well-organised.
- Show good posture & personal technique.
- Be a positive role model in your lifestyle practices.
- Respect and promote the training facility/facilities in which you work.
- Carry out all duties as laid down by your employer in a positive and professional manner.
- Understand the importance of and be able to maintain confidentiality.
- Instruct safe and effective group exercise classes by adhering to the following guidelines:
  - ✓ Use sound professional judgment in exercise selection.
  - ✓ Prioritise all movement choices by a) safety b) effectiveness c) creativity & individuality.
  - ✓ Adhere to safe guidelines for music speed & music volume (IDEA recommends not more than 90 decibels (dB) for music volume and not more than 100dB for the instructor's voice).
- Gain further training if you wish to teach specialty group classes e.g. Pilates, BoxFit, TRX, Barbells or work with special populations e.g. older adults, children, diverse populations & teenagers.
- Be prepared to refer clients to appropriate specialists/experts when necessary e.g. a client who is carrying an injury, a client with a suspected eating disorder etc. Referrals should always be carried out in a sensitive, discreet and caring manner.
- Understand the importance of and be able to obtain informed consent.
- Evaluate clients and design safe, personalised and effective exercise programmes. Do not adopt a 'one programme for all' approach.
- Provide safe, diligent and effective gym supervision.
- Be aware of applicable health and safety legislation and any relevant safety policies and procedures in force in the workplace, such as incident reporting; be able to act in accordance with these.
- In the course of your work, either in a group or individual situation, always ask a client's permission if you wish to use physical touching as a means of correcting alignment and/or focusing a client's concentration on a targeted area. Immediately discontinue the use of touch at a

client's request or if a client displays signs of discomfort.

- Avoid sexually oriented banter and inappropriate physical contact with clients or colleagues.
- Never compromise a professional relationship with a colleague or client sexually, economically or otherwise.
- Recommend or sell products or services only if they will benefit a client's health or well-being.
- Be able to practise in a non-discriminatory manner in your dealings with clients or colleagues.
- Promote healthy and active lifestyles in your local community and in your place of work.
- Respect other Fitness Professional's opinions and refrain from discrediting a fellow Fitness Professional.
- Respect other professionals you may come in to contact within your work.
- Keep up to date with trends and developments within the industry by reading/conducting up to date research and/or by attending workshops and conferences when and where possible.
- Ensure that you have Professional Indemnity insurance.
- Use social media responsibly.