



Australian Government

Department of Education, Employment and Workplace Relations

SRFFIT004B Develop basic fitness programs

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit has been developed for the Fitness Industry Training Package and covers the knowledge, skills and motivation needed to develop basic fitness programs for fitness industry clients.

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Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Gather pre-programming information, including a client's current fitness level	<p>1.1 Identify a client's fitness level from their fitness screening and appraisal</p> <p>1.2 Identify a range of exercises to target specific fitness components</p> <p>1.3 Identify factors that will effect a client's ability to perform in an exercise <i>program</i></p> <p>1.4 Consider medical or injury problems stated by the <i>client</i> during the appraisal, exercise screening, and recommendations from a <i>medical practitioner</i> or <i>allied health professional</i> when a <i>program</i> is developed for a <i>client</i></p> <p>1.5 Consider the client's <i>fitness level</i> in a range of areas when developing a <i>client</i> exercise profile</p> <p>1.6 Design a <i>program</i> that would create a balanced fitness profile, or meets the specific <i>client</i> needs</p>
2 Develop a basic exercise plan of general activities suited to client's needs, lifestyle and exercise preferences	<p>2.1 Plan a general activity <i>program</i> for a <i>client</i> to maximise the positive aspects of their environment and personal attributes for long term adherence to a <i>program</i></p> <p>2.2 Incorporate motivation techniques to maximise exercise <i>program</i> adherence</p> <p>2.3 Develop a general activities plan</p> <p>2.4 Record recommendations to the <i>client</i> in terms of safety and adherence</p> <p>2.5 Gain the client's agreement to the exercise plan</p>
3 Develop a fitness program for clients	<p>3.1 Utilise <i>principles of exercise program design</i> to develop fitness programs for clients given all relevant information regarding the <i>client</i></p> <p>3.2 Outline the relative contribution to aerobic and anaerobic fitness of a variety of activities relevant to the <i>client</i></p>

- 3.3 Apply programming guidelines to developing aerobic, strength, endurance and stretching programs relevant to client's goals and fitness and, the relative benefits desired from the *program*
 - 3.4 Develop appropriate aerobic fitness, strength, endurance, and stretching programs for clients
- 4 **Give clear and effective instruction ensuring effective services provision and vocal effectiveness**
 - 4.1 Demonstrate an effective instructional model
 - 4.2 Instruct a set of exercises so that they can be accurately copied
 - 4.3 Use an appropriate *client* interaction skills and techniques to show a caring attitude
 - 4.4 Self-evaluate aspects of one's performance as an instructor
 - 4.5 Demonstrate strategies for voice projection and communication that prevent vocal damage in the gymnasium, aqua and/or exercise to music situation
- 5 **Supervise fitness activities in a manner that makes the client feel at ease, safe and motivated**
 - 5.1 Provide effective and efficient instructor supervision
 - 5.2 Apply gymnasium rules and etiquette
 - 5.3 Deal with appropriately, negative attitudes and personal difficulties that clients might experience in a fitness activities situation
 - 5.4 Use appropriate behaviour and strategies to assist clients in a variety of situations where clients might feel embarrassed, competitive or aggressive
 - 5.5 Utilise appropriate behaviour and strategies to ensure easy and effective fitness activities
 - 5.6 Time management strategies are displayed during fitness activities and *program instruction*
- 6 **Review and adapt a client's exercise program in accordance with their progress**
 - 6.1 Evaluate parameters of the *fitness level* being developed in the *program*
 - 6.2 Obtain feedback from *clients* on their own personal progress and their degree of satisfaction with service provision at the centre

- 6.3 Undertake relevant *fitness appraisals* to monitor a client's fitness development
 - 6.4 Record the clients amended/adapted exercise program on to a *program* card
- 7 **Display an appropriate instructional style**
- 7.1 Demonstrate the personal qualities of an effective instructor, using styles and behaviours that encourage clients and recognise behaviours that intimidate clients
 - 7.2 Utilise relationship and task-oriented instructional styles, appropriate to the instructors own personality, while relating to clients in a caring, approachable and energetic manner

Required Skills and Knowledge

Not applicable.

Evidence Guide

The Evidence Guide identifies the critical aspects, knowledge and skills to be demonstrated to confirm competence for this unit. This is an integral part of the assessment of competence and should be read in conjunction with the Range Statements

Critical aspects of evidence to be considered

Assessment must confirm the ability integrated demonstration of all elements of competency and their performance criteria, in particular the ability to develop and deliver a program specific to the client need

Interdependent assessment of units

This unit must be assessed after attainment of competency in the following unit(s)

Nil

This unit must be assessed in conjunction with the following unit(s)

Nil

For the purpose of integrated assessment, this unit may be assessed in conjunction with the following unit(s)

Nil

Required knowledge and skills

Required knowledge

Familiarity with common fitness terminology

Required skills

Experience in the appropriate fitness activity to be programmed, including the ability to perform the programmed exercise correctly with the available equipment and experience in following a long term exercise program

Resource implications

Physical resources - assessment of this competency requires access to

a real or simulated work environment

appropriate documentation and resources normally used in the workplace

a fitness centre with the appropriate facilities and equipment for the context of delivery such as

a weights gym
exercise to music room
pool
community fitness environment
an outdoor environment such as a running track
clients able to give information regarding progress in their fitness programs
Human resources - assessment of this competency will require resources consistent with those outlined in the Assessment Guidelines. That is, assessors (or persons within the assessment team) must
be competent in this unit but preferably be competent in the unit at the level above
be current in their knowledge and understanding of the industry through provision of evidence of professional activity in the relevant area
have attained the mandatory competency requirements for assessors under the Australian Quality Training Framework (AQTF) as specified in Standard 7.3 of the *Standards for Registered Training Organisations*

Consistency in performance

Due to issues such as safety requirements and delivery of appropriate techniques, this unit of competency must be assessed over a minimum of three (3) different occasions to ensure consistency of performance over the Range Statements and context applicable to the work environment

Context for assessment

This unit of competency must be assessed in the context of fitness in Australia. For valid and reliable assessment the fitness activity should closely replicate the work environment. The environment should be safe, with the hazards, circumstances and equipment likely to be encountered in a real workplace

This unit of competence should be assessed

through the observation of processes and procedures, oral and/or written questioning on required knowledge and skills and consideration of required attitudes

Where performance is not directly observed and/or is required to be demonstrated over a "period of time" and/or in a "number of locations", any evidence should be authenticated by colleagues, supervisors, clients or other appropriate persons

KEY COMPET ENCIES

Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
2	3	3	3	1	2	1

These levels do not relate to the Australian Qualifications Framework. They relate to the seven areas of generic competency that underpin effective workplace practices.

The three levels of performance (1, 2 and 3) denote

the level of
competency
required to
perform the
task:

Use routine
approaches

Select from
routine
approaches

Establish
new
approaches

**Collecting,
analysing
and
organising
informatio
n -**

**Communic
ating ideas
and
informatio
n -**

**Planning
and
organising
activities -**

**Working
with teams
and others
-**

**Using
mathemati
cal ideas
and
techniques
-**

**Solving
problems -**

**Using
technology
-**

Please refer
to the
Assessment
Guidelines
for advice
on how to
use the Key
Competenci
es.

Range Statement

Range Statements

The Range Statements provide advice to interpret the scope and context of this unit of competence, allowing for differences between enterprises and workplaces. The Range Statements relate to the unit as a whole and helps facilitate holistic assessment. In addition, the following variables may be present for this particular unit of competency

RANGE STATEMENT

CATEGORIES

Allied health professional or medical practitioner

[all categories]
 the following allied health professionals may be suitably credentialled
 Physiotherapists
 Chiropractors
 Exercise Physiologist
 Occupational Therapists
 Osteopaths
 Massage Therapists
 Sports Physicians
 Medical Practitioners
 Podiatrists
 Dietitians
 Therapeutic recreation (Diversional Therapist)

Client

[all categories]
 experienced or inexperienced
 various ages
 screened
 active or inactive

Client goals

[all categories]
 the instructor considers the following client aims when providing exercise advice
 current activity status
 preferences
 health details

Fitness appraisals

fitness results

[all categories]

basic sub maximal appraisals of fitness capacity, which may include parameters such as

cardiovascular response

heart rate, such as tri-level aerobic response

blood pressure

range of movement

strength

anthropometric, such as

girth measurements

skin folds

Fitness level

[all categories]

physical fitness

motivation

psychological

emotional

Fitness screening

[all categories]

initial screening should determine whether the client

has a medical condition

has an injury

is taking prescribed medication

initial screening may consist of a

questionnaire

interview

clearance letter from a physician, allied health professional, or other medical professional

Instruction

[all categories]

instructing a client in a fitness activity, including

a simple explanation to the client

	a demonstration of effective exercise technique
	setting of intensity and loading
	clear communication with client
	reinforcement of correct technique and attitude
Medical Professionals	[all categories] general practice doctors medical specialists
Principles of exercise program design	[all categories] FITT formula frequency intensity time type program phases preparation phase conditioning phase recovery phase adaptation phase program types sets and reps circuit single set to failure split routines matrix
Program	[all categories] a listing of exercise for a specific client or client group, to include motivational strategies for a client realistic goals a program structure, such as preparation phase, conditioning phase, recovery phase, and adaptation phase

specific exercises
expected outcomes
a professional presentation
exercises for a specific fitness session
matched to an exercise plan, incorporating
components of fitness such as
aerobic fitness
body fat reduction
cardiovascular endurance
stretching
range of movements
flexibility
strength
power, activity or sports specific
muscle endurance
muscle hypertrophy

Unit Sector(s)

Not applicable.