



Australian Government

DEFPT003A Conduct individual fitness assessments within Defence

Release: 2

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Modification History

Release	TP Version	Comments
2	DEF12V2	Layout adjusted. No changes to content.
1	DEF12V1	Primary release.

Unit Descriptor

This unit covers the competency required to plan and conduct a fitness assessment of individuals within a small group or organisation.

This includes planning assessment resources, assessment standards and supervising the assessment. Fitness assessments are conducted in accordance with organisational guidelines.

Application of the Unit

The combat fitness leader is a member of the ADF who provides basic organic fitness training support to small groups or organisations in an operational setting.

This function is performed in addition to their primary trade or employment under indirect supervision from a physical training specialist.

This function is limited to the performance of tasks in accordance with organisational policy and procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify and explain the standard of fitness assessment	1.1 <i>Purpose of assessment</i> is explained and confirmed with person/s being assessed 1.2 <i>Assessment procedure</i> and expectations of the assessor are clarified with person/s being assessed 1.3 Any policies associated with assessment are explained to person/s being assessed
2. Plan fitness assessment	2.1 Time to conduct assessment is identified in order to cover the dimensions of the assessment 2.2 Need to conduct additional assessment outside the time arranged is identified 2.3 Assessment is planned to provide sufficient, reliable, valid and fair evidence of fitness in accordance with the assessment policy 2.4 Resources specified in the assessment policy are obtained and arranged within a safe and accessible assessment environment 2.5 Appropriate personnel are informed of the assessment and provided with detail about dress requirements
3. Conduct fitness assessment	3.1 All personnel involved in the assessment are appropriately dressed 3.2 Instructions to facilitate assessment are issued to person/s being assessed to ensure the assessment is commenced in accordance with assessment policy 3.3 Evidence specified in the assessment policy is gathered using appropriate assessment methods and tools 3.4 Evidence gathered is documented in accordance with the assessment policy 3.5 Evidence is evaluated in order to make the assessment decision 3.6 Guidance is sought, when in doubt, from a more experienced assessor/s 3.7 Assessment decision is made in accordance with the standards specified in the assessment policy
4. Finalise fitness assessment	4.1 Assessment results are recorded accurately in accordance with the specified record keeping requirements 4.2 Person/s being assessed is advised of assessment results and of reassessment opportunities as required

ELEMENT**PERFORMANCE CRITERIA**

- 4.3 Clear and constructive feedback in relation to performance is given to person/s being assessed
- 4.4 Positive and negative features experienced in conducting assessment are reported to those responsible for the assessment procedure

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

- numeracy skills ranging from completing basic arithmetic calculations such as addition, subtraction, multiplication and division to recording numbers
- oral communication skills to fulfil job roles in a safe manner and as specified by the organisation
- problem solving skills to use available resources and prioritise workload
- reading and writing skills to fulfil job roles in a safe manner and as specified by the organisation
- use assessment methods and tools relevant to the workplace content
- work with others

Required Knowledge

- assessment principles
- basic exercise science
- basic human movement
- common fitness terminology
- documentation processes relevant to fitness testing
- legal and ethical responsibilities
- introductory human anatomy and physiology
- organisational policies and procedures pertinent to fitness assessment
- role of other fitness training providers and support services

Evidence Guide

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm the ability to:

- undertake instructional practices appropriate to the session type, current circumstance and group
- control exercise intensity and workload
- continuously monitor aspects of safety and injury prevention throughout the assessment

Consistency in performance

Competency should be demonstrated over time to ensure consistency of performance over the Range Statements and contexts applicable to the work environment.

Context of and specific resources for assessment

Context of assessment

Competency should be assessed in the workplace or in a simulated workplace.

Specific resources for assessment

Access is required to:

- appropriate documentation and resources normally used in the workplace
- fitness assessment area with the appropriate facilities and equipment such as a gymnasium and an outdoor training assessment area
- group able to give information regarding their fitness assessment
- real or simulated work environment

Range Statement

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

<i>Purpose of assessment</i> may include:	<ul style="list-style-type: none"> • Level of basic fitness as measured by organisational standard • To assess ability to undertake organisational tasks • To assess suitability for specific employment • To assess suitability to participate in sporting season or event
<i>Assessment procedure</i> may include:	<ul style="list-style-type: none"> • Explaining assessment standards • Facilitating assessment

Unit Sector(s)

Not applicable.