

FITNESS NB POLICIES AND PROCEDURES CERTIFICATION

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Policy #: 97002C: Practical Evaluations New and Continuing Certification

Updated and approved by Board: June 17, 2014

Rational: To ensure that a leader is teaching a safe and effective class specific to their specialty it is part of the certification and maintenance process to successfully complete practical evaluations. The evaluator includes feedback for improvement and in some cases the leader may be deficient in certain areas. It may be that all the leader requires is guidance and some practice to bring their skills up to the FNB standard.

Policy: **New certifications:** When a prospective fitness leader is being evaluated practically and does not meet the standard require to obtain their certification on the first attempt, they may be granted an extension of up to three months before repeating this evaluation.

It is recommended that during that time they complete 8 hours of practice teaching under the direction of a certified fitness leader. If this is not possible it is recommended that they contact the office or evaluator for options (suitable DVDs, travel to other cities).

If after the second evaluation the prospective leader does not meet the standard they will be required to re-do the specialty course.

Effective Date: **June 17, 2014**

Certification maintenance:

When a certified fitness leader does not meet the standard to pass their practical evaluation they may be given a conditional pass and an extension of up to three months to repeat their evaluation.

If after the second evaluation the prospective leader does not meet the standard they will be required to re-do the specialty course.

Under special circumstances and after review will a prospective or certified leader be granted any additional time extensions to complete a second practical evaluation.

All costs associated with the evaluation(s) will be the responsibility of the leader.

Effective Date: