



EHFA Assessment Strategy **(EAD 03)**

Name of Training Organisation:

Introduction

European Health and Fitness Association (EHFA) Standards

The following EHFA standards are currently available:

- Fitness Instructor (EQF Level 3)
- Group Fitness Instructor (EQF Level 3)
- Aqua Fitness Instructor (EQF Level 3)

- Personal Trainer (EQF Level 4), which consists of:
 - Advanced Resistance Training
 - Advanced Cardiovascular Training
 - Client Appraisal and Fitness Assessment
 - Exercise Programming
 - Nutrition

- Sales and Marketing for Personal Training Optional Unit

Assessment Strategy

This document sets out the assessment requirements of EHFA for delivery, assessment and quality assurance of qualifications that are to be mapped to the EHFA Fitness Instructor, Group Fitness Instructor, Aqua Fitness Instructor, Personal Trainer and Sales & Marketing unit standards and competencies. It should also be used by training organisations who have successfully achieved EHFA accreditation for their qualifications.

Criteria for using the EHFA Assessment Strategy

This document identifies the required criteria that training organisations will need to meet to be able to align their qualifications to the EHFA standards and competencies for:

- Fitness Instructor (EQF Level 3)
- Group Fitness Instructor (EQF Level 3)
- Aqua Fitness Instructor (EQF Level 3)
- Personal Trainer (EQF Level 4)
- Sales and Marketing for Personal Training (optional unit)

Required criteria

- Adequate facilities
- Sufficient equipment relevant to the programme
- Support systems and materials for candidates
- Occupational competent tutors/assessors to be able to deliver and assess the programme
- Occupational competent quality assurance personnel
- The specific evidence requirements for each level and discipline as set out in this document must be incorporated within the assessment
- The following must be assessed **practically**:
 - Fitness Instructor
 - Group Fitness Instructor
 - Aqua Fitness Instructor
 - Instructing Advanced Resistance Training (forms part of Personal Trainer)
 - Instructing Advanced Cardiovascular Training (forms part of Personal Trainer)
 - Carrying out Client Appraisal and Fitness Assessment (forms part of Personal Trainer)

Occupational competence requirements for tutoring, assessing and quality assuring EHFA accredited programmes

The requirements for tutoring, assessing and quality assuring EHFA accredited programmes are outlined overleaf.

Fitness Instructor/Group Fitness Instructor/Aqua Fitness Instructor

Tutors/Assessors/Quality Assurance personnel required criteria:

- A discipline specific qualification in Gym, ETM or Aqua Instructing
- A minimum of 2 years industry experience

Personal Trainer and Sales & Marketing for Personal Training

Tutors/Assessors/Quality Assurance personnel required criteria:

- A discipline specific qualification in Fitness Instructing
- A Personal Training qualification
- A minimum of 2 years industry experience

Qualification Structure

EHFA Fitness Instructor/Group Fitness Instructor/Aqua Fitness Instructor

- Unit 1 Exercise and Fitness Knowledge (mandatory)
- Unit 2 Fitness Instructor (optional)
- Unit 3 Group Fitness Instructor (optional)
- Unit 4 Aqua Fitness Instructor (optional)

Training organisations should cover one or more optional unit (unit 2, 3 and/or 4), along with unit 1, the mandatory Exercise and Fitness Knowledge unit.

EHFA Personal Trainer

- Unit 1 Advanced Exercise and Fitness Knowledge (mandatory)
- Unit 2 Advanced Resistance Training (mandatory)
- Unit 3 Advanced Cardiovascular Training (mandatory)

Unit 2 and Unit 3 of Personal Trainer also include:

- Client Appraisal and Fitness Assessment
- Exercise Programming
- Nutrition

Training organisations should cover all 3 mandatory units for EHFA Personal Trainer.

EHFA Sales and Marketing for Personal Training

- Unit PT2 Sales and Marketing for Personal Training (optional)

This is an optional 'bolt-on' module

Evidence Requirements

EHFA Fitness Instructor

There must be evidence that the candidate has planned and instructed for participants to use a minimum of **three** of the following types of cardiovascular equipment:

- Upright cycle
- Recumbent cycle
- Treadmill
- Stepper
- Rowing machine
- Cross/Elliptical trainer

Candidates must also show they have planned and instructed for a minimum of **four** exercises from each of the following (**eight** in total):

- Resistance machine lifts
- Free weight lifts

Candidates must demonstrate correct lifting and passing techniques, including dead lifting the barbell safely from the floor.

The following table identifies a range of exercises that can be used:

Joint / Movement	Resistance Training Machine	Free Weight/ Floor Exercise
Shoulder flexion	Seated chest press	Dumbbell front raise
Shoulder extension	Low pulley row Seated row	Single arm row Dumbbell bent arm pullover
Shoulder abduction	Shoulder press	Shoulder press (Dumbbell) Lateral raise (Dumbbell) Barbell upright row
Shoulder adduction	Lat pull down (in front of chest)	Chins
Shoulder horizontal flexion	Bench press Seated chest press Pec dec	Bench press Chest press (Dumbbell) Dumbbell flyes
Shoulder horizontal extension	Seated row	Dumbbell prone flyes
Elbow extension	Triceps pushdown (high pulley) Triceps press	Supine triceps press (Barbell) Single arm triceps press (Dumbbell)
Elbow flexion	Bicep curl (low pulley) Seated bicep curl	Barbell curl Seated Dumbbell curls
Spinal flexion	Abdominal curl	Abdominal curl
Spinal extension	Back extension	Back extension
Hip extension	Leg press Total hip	Back squat (Barbell)
Hip adduction	Seated adductor Total hip	
Hip abduction	Seated abductor Total hip	
Knee extension	Seated leg extension Leg press	Back squat
Knee flexion	Lying leg curl Seated leg curl	

Group Fitness Instructor

Candidates must show evidence that they have planned and instructed a group of clients through **all** phases of the exercise to music session

- Warm up (combined mobility and pulse raising, incorporating static or dynamic stretching)
- Main cardiovascular workout using the aerobic curve (to include, pulse raising, main workout and pulse lowering)
- Muscular strength and endurance
- Post workout stretch and flexibility

Using at least **one** of the following methods of choreography design / teaching methods

- Add on
- Verse chorus
- Layering

Candidates must show a minimum of **one** detailed breakdown of moves to fit a minimum of a 32 count phrase.

Candidates must show that they have structured their training session to work with music beats and phrases and they should have chosen music at the appropriate speed suitable for the clients.

Candidates must show that they can apply methods of voice projection and can effectively use the volume and pitch of their voice.

Candidates should be observed teaching from a variety of positions in the room using mirroring, and demonstrating control of the participants.

Aqua Fitness Instructor

Candidates must show evidence that they have planned and instructed a group of participants in an Aqua session demonstrating specific considerations for the wet environment to include **all** of the following:

- Safety and welfare of participants appropriate to the environment, including entry to and exit from the water
- Thermoregulation
- Continuous visual contact with participants
- Safe use of electrical equipment
- Methods/movements to maintain or regain balance of the participants in the water

Through **all** phases of the exercise session to include:

- Warm up (combined pulse raising and dynamic stretching)
- Main cardiovascular workout using the aerobic curve (to include, pulse raising, main workout and pulse lowering)
- Muscular conditioning
- Cool down and flexibility

Demonstrating the effective use of the properties of water to include:

- Resistance
- Buoyancy
- Methods of increasing or lowering intensity related to the properties of water – for example, increased surface area, speed of movement

Candidates must show accurate demonstrations of movements and techniques appropriate to the water environment with particular attention to the speed of movements.

Candidates must show that they can apply methods of voice projection and can effectively use the volume and pitch of their voice. Candidates must show the use of dynamic non-verbal communication skills.

Candidates should be observed teaching from a variety of positions around the pool using mirroring, and demonstrating control of the participants whilst giving due attention to their own welfare on poolside.

Exercise and Fitness Knowledge

Annex to the EHFA Core Exercise and Fitness Knowledge Standards

The bones, joints and muscles identified below should be included:

Bones	Joints	Major Muscles
<i>Axial Skeleton:</i>	Immovable	Sternocleidomastoid
Cranium	Slightly Moveable	Pectoralis Major
Lumbar Vertebrae	Freely moveable	Deltoid
Ribs	Synovial	Biceps Brachii
Clavicle	<ul style="list-style-type: none"> • Gliding 	Rectus Abdominus
Radius	<ul style="list-style-type: none"> • Condylod 	Obliques
Phalanges	<ul style="list-style-type: none"> • Saddle 	Tranverse Abdominus
Femur	<ul style="list-style-type: none"> • Ellipsoid 	Trapezius
Fibula	<ul style="list-style-type: none"> • Pivot 	Rhomboids
Cervical Vertebrae	<ul style="list-style-type: none"> • Ball and Socket 	Triceps
Sacral Vertebrae	<ul style="list-style-type: none"> • Hinge 	Latissimus Dorsi
Coccyx		Erector Spinae
		Hip Flexors
<i>Appendicular Skeleton:</i>		Quadriceps
Humerus		Adductors
Carpals		Anterior Tibialis
Ilium		Gluteals
Patella		Abductors
Tarsals		Hamstring
Thoracic Vertebrae		Gastrocnemius
Sternum		Soleus
Pubis		
Scapula		
Ulna		
Metacarpals		
Ischium		
Tibia		
Metatarsals		

Evidence Requirements

EHFA Personal Trainer

- Unit 1 Advanced Exercise and Fitness Knowledge (mandatory)
- Unit 2 Advanced Resistance Training (mandatory)
- Unit 3 Advanced Cardiovascular Training (mandatory)

Unit 2 and Unit 3 of Personal Trainer also include:

- Client Appraisal and Fitness Assessment
- Exercise Programming
- Nutrition

Training organisations should cover all 3 mandatory units for EHFA Personal Trainer.

EHFA Sales and Marketing for Personal Training

- Unit PT2 Sales and Marketing for Personal Training (optional)

This is an optional 'bolt-on' unit.

EHFA Personal Trainer – Advanced Cardiovascular Training

There must be evidence that a candidate has planned and instructed participants in the use of the following types of equipment:

- Cardiovascular machines

Candidates must also show planning and instructing of at least **two** cardiovascular approaches to training – for example, interval training, Fartlek training, etc.

EHFA Personal Trainer – Advanced Resistance Training

There must be evidence that a candidate has planned and instructed participants in the use of **all** of the following types of equipment:

- Resistance machines
- Free weights, including barbells, dumbbells and cables where available

Candidates must demonstrate correct lifting and passing techniques, including dead lifting the barbell safely from the floor and spotting.

Candidates must also show planning and instructing of at least **four** resistance approaches to training – for example, supersets, pyramid sets, etc., across a range of resistance machines and free weights.

There must be evidence that a candidate has planned and instructed participants in at least **one** core stability exercise.

Please note: the number of machines/pieces of equipment will depend upon the candidates plan but the minimum number of training approaches must be adhered to.

EHFA Personal Trainer – Client Appraisal and Fitness Assessment

There must be evidence that a candidate has planned and carried out the following:

- Client assessment
- Postural analysis (static and dynamic)
- Fitness assessment
- Exercise programming

Candidates must carry out a minimum of **five** mandatory tests from the following categories:

- Height
- Weight
- Waist to Hip ratio
- Blood pressure
- Body composition
- Cardiovascular fitness
- Range of movement
- Muscular fitness

Two further tests (from the previous categories), that have not been planned beforehand, should be selected by the tutor/assessor.

EHFA Personal Trainer – Exercise programming

Using an apparently healthy individual who does not require medical/nutritional intervention, candidates are required to prepare an advanced programme of exercise appropriate to the client. The programme should be a minimum of 12 weeks and should be appropriate to the client's goals. It should also adhere to sound principles of fitness programming. The programme should provide an overview of short, medium and long term goals. Candidates may use periodisation where appropriate to represent these goals. The programme can be hypothetical or it can be carried out on a real client for all or part of the 12 weeks.

EHFA Sales and Marketing for Personal Training

A business plan is required for this optional unit. The business plan should give a clear overview of the following:

- Business name and contact details
- Short resume of all key personnel involved in the business
- Business mission statement
- Location and availability of services
- Description of services offered and pricing policy
- Unique selling point
- Market research and target market to include purpose of market research undertaken, activities carried out, the results and summary of findings, SWOT analysis, summary of target markets and reasons for choice of markets
- Contingency plan
- 12 month promotional plan and press release including costs
- Payment and cancellation policy
- Equipment needed and start up costs
- 12 month projected cash flow forecast related to business objectives and promotional plan
- 3 year business objectives (applying SMART)

Exercise and Fitness Knowledge Annex to the EHFA Personal Trainer Exercise and Fitness Knowledge Standards

The bones, joints and muscles identified below should be included:

Bones	Joints	Major Muscles
<i>Axial Skeleton:</i>	Immovable	Supraspinatus
Cranium	Slightly Moveable	Infraspinatus
Cervical Vertebrae	Freely moveable	Teres Major
Thoracic Vertebrae	Synovial	Subscapularis
Lumbar Vertebrae	<ul style="list-style-type: none"> • Gliding 	Levator Scapulae
Sacral Vertebrae	<ul style="list-style-type: none"> • Condylod 	Trapezius
Sternum	<ul style="list-style-type: none"> • Saddle 	Rhomboids
Ribs	<ul style="list-style-type: none"> • Ellipsoid 	Serratus Anterior
Coccyx	<ul style="list-style-type: none"> • Pivot 	Deltoids (Anterior, Medial, Posterior)
Pubis	<ul style="list-style-type: none"> • Ball and Socket 	Latissimus Dorsi
	<ul style="list-style-type: none"> • Hinge 	Biceps Brachii
<i>Appendicular Skeleton:</i>		Brachialis
Scapula		Brachioradialis
Clavicle		Triceps Brachii
Humerus		Rectus Abdominus
Ulna		Transversus Adbominus
Radius		Internal Obliques
Carpals		External Obliques
Metacarpals		Quadratus Lumborum
Phalanges		Erector Spinae
Ilium		Multifidus
Ischium		Iliopsoas (Iliacus and Psoas Major)
Femur		Tensor Fascia Latae
Patella		Gluteus Maximus
Tibia		Gluteus Medius
Fibula		Gluteus Minimus
Tarsals		Piriformis
Calcaneus		Adductor Longus
Metatarsals		Adductor Brevis
		Adductor
		Rectus Femoris
		Vastus Lateralis
		Vastus Intermedius
		Vastus Medialis
		Semimembranosus
		Semitendinosus
		Bicep Femoris
		Tibialis Anterior
		Gastrocnemius
		Soleus