



**BCRPA Yoga Fitness
ICE Registration Cover Letter**

Form A

CANDIDATE INFORMATION: Type or print clearly

<i>Surname</i>	<i>Given Name(s)</i>	<i>Middle Initial</i>
<i>Mailing Address (Street)</i>		
<i>City</i>	<i>Province</i>	<i>Postal Code</i>
<i>Residence Phone</i>	<i>Business/Daytime Phone</i>	<i>Email</i>

BCRPA ICE PACKAGE CONTAINS THE FOLLOWING FORMS: Please confirm

Form A: ICE Registration Cover Letter

Form B: Exam Questions

Form C: 8 hour Resume/Lesson Plan

Form D: ICE Practical Evaluation - double-sided page

Form E: Scope of Practice

List of BCRPA Evaluators (request from office)

INSTRUCTOR COMPETENCY EVALUATION (ICE) PROCEDURE:

1. **Review Forms A through E:** Ensure you understand the requirements of this evaluation.
2. **Complete Evaluation Prerequisites:** Completion of a BCRPA approved Fitness Theory Course or equivalent and a BCRPA approved Yoga Fitness course. Complete the following forms BEFORE contacting an evaluator: *Form B - ICE Questions* and *Form C - 8 Hour Resume and Lesson Plan*.
3. **Contact an Evaluator:** Book an evaluation location (candidate must obtain approval from the facility management); date; time and fees.
4. **Submit Fees:** Fees are to be negotiated with the evaluator in advance. They may include marking fees (ICE questions and lesson plan), travel time (per km.) and a fee per hour. Evaluations average 1½ hours, excluding exam question marking. Being prepared may result in reduced evaluation time.
5. **Submit ICE Questions and 8 Hour Resume/Lesson Plan:** These must be marked by the evaluator/course conductor prior to the evaluation. Allow 5-10 working days.
6. **Successfully complete an evaluation:** Evaluation criteria will include:
 - a. **Verbal Abilities:** Candidates will be evaluated on communication skills. These include verbal answers to a minimum of 5 exam questions and the ability to instruct the exercises in a concise yet thorough manner.
 - b. **Practical Knowledge and Skill:** Written answers to the ICE questions (Form B) and practical demonstrations (Form D).
 - c. **Preparation and Professional Qualities:** Bring a blank copy of Form D. Evaluation includes completion of all forms, an awareness of requirements and professional presentation (i.e. punctuality, attire, grooming, body language).

SUBMIT PROOF OF BCRPA REGISTRATION REQUIREMENTS: Please check (✓) that all items are enclosed

- ☐ Fitness Theory Course: Letter, certificate, proof of completion or equivalent.
- ☐ Yoga Fitness Course: Letter, certificate or proof of completion.
- ☐ Personal letter confirming participation in a minimum of 20 yoga classes
- ☐ Results of BCRPA Theory Exam: Letter and/or date of exam.
- ☐ CPR Certificate: Minimum Level A, current within one year.
- ☐ First Aid Certificate: Current within two years.
- ☐ Completed ICE Forms A, B, C, D: Marked by an evaluator with passing marks.

Exam Date: _____

Date of ICE: _____

- ☐ Check here if you are already registered in another BCRPA module

- Mail ALL completed forms to the BCRPA within one year of writing the BCRPA Theory Exam.
- **Submit copies only. Keep your originals.**

Insurance Information

A 90 day insurance policy will automatically start on the end date of your Pilates Fitness module so that you are insured while completing your practicum hours. If you would like this 90 day insurance policy to start at a later date you must submit a request to BC RPA in writing. This insurance policy must start within one year of you completing your Pilates Fitness module. Once you are registered with BC RPA your full insurance policy will begin.



BCRPA Yoga Fitness Module ICE Questions

Form B

The following pages list questions with point values. The passing mark for **each section** is 75% for BCRPA Fitness Leaders and 85% for BCRPA Advanced Fitness Leaders. Answers may be found in your yoga fitness course materials.

A. History

1A. Define the term Yoga and describe its origins.

____ / 3

2A. Describe 3 different disciplines or styles of Yoga.

____ / 3

3A. Describe 3 benefits of Yoga.

____ / 3

4A. Describe 3 ways that Yoga can be applied to the Fitness Industry.

____ / 3

A. History Total ____ / 12 ____ %

B. Breath

1B. Define Prana.

____ / 2

2B. Describe the importance of breath in Yoga.

____ / 2

3B. Describe 3 different breathing techniques.

4B. Describe the role of breath in Asana practice. _____ / 3

_____ / 3

5B. Explain the function of the diaphragm and what other muscles are used in the complete or Yogic breath. _____

6B. How would you cue for Ujjayi breath? _____ / 4

_____ / 2

B. Breath Total _____ / 16 _____ %

C. Asanas

1C. Explain how you would cue for the Mountain Pose. _____

_____ / 2

2C. Name 3 asanas that may be used to improve balance. _____

_____ / 3

3C. Name 3 postures that are outside the scope of practice of a BCRPA Yoga Fitness leader. _____

_____ / 3

4C. Name 3 important principles of a Posture. _____

_____ / 3

5C. How would you cue for a forward bend? _____

____ / 2

6C. Explain the position of the pelvis in a forward bend.

____ / 2

7C. What might be a biomechanical limitation to performing a forward bend?

____ / 2

8C. How would you counsel someone who is obviously forcing and straining to hold a posture?

____ / 2

9C. Give at least one example of a posture that involves:
(include stickmen drawings where possible)

SPINAL FLEXION	
SPINAL EXTENSION	
ROTATION	
LATERAL FLEXION	

____ / 4

10C. Briefly analyze the following postures:
(include stickmen drawings where possible)

POSTURE	ALIGNMENT (eg shoulders over hips, etc)	CAUTIONS/ MODIFICATIONS/ BENEFITS	2 DIRECTIONAL MOVEMENTS (eg. flexion, extension ,etc)	2 OF THE MAJOR MUSCLES INVOLVED
<i>Tree</i>				
	____ / 1	____ / 1	____ / 1	____ / 1

POSTURE	ALIGNMENT (eg shoulders over hips, etc)	CAUTIONS/ MODIFICATIONS/ BENEFITS	2 DIRECTIONAL MOVEMENTS (eg. flexion, extension ,etc)	2 OF THE MAJOR MUSCLES INVOLVED
Triangle (One posture from series)	____ / 1	____ / 1	____ / 1	____ / 1
Forward Bend (One posture from series)	____ / 1	____ / 1	____ / 1	____ / 1
Down dog	____ / 1	____ / 1	____ / 1	____ / 1
Bridge	____ / 1	____ / 1	____ / 1	____ / 1
Cobra	____ / 1	____ / 1	____ / 1	____ / 1
Warrior (One posture from series)	____ / 1	____ / 1	____ / 1	____ / 1

POSTURE	ALIGNMENT (eg shoulders over hips, etc)	CAUTIONS/ MODIFICATIONS/ BENEFITS	2 DIRECTIONAL MOVEMENTS (eg. flexion, extension ,etc)	2 OF THE MAJOR MUSCLES INVOLVED
<i>Seated Spinal Twist</i>	____ / 1	____ / 1	____ / 1	____ / 1

____ / 32

C. Asanas Total ____ / 55 ____ %

D. Class Design

1D. Describe at least 3 components in a Basic Yoga Fitness class.

____ / 3

2D. Describe 3 risk management issues that may arise within a Basic Yoga Fitness class setting.

____ / 3

E. Class Design Total ____ / 6 ____ %

E. Special Populations/Considerations

1E. Describe 3 screening techniques used to assess participants wishing to attend a Basic Yoga Fitness class.

____ / 3

2E. Explain the procedure if a participant answers “Yes” to one or more of the risk factors.

____ / 2

3E. What are possible consequences if the instructor is not fully informed and aware of any special considerations of any of the participants?

____ / 1

4E. List three special populations that are beyond the scope of practice of a Yoga Fitness Leader.

____ / 3

E. Special Populations/Considerations Total ____ / 9 ____ %

Totals for Yoga Fitness ICE Questions (Form B)

	A. History	B. Breath	C. Asanas	D. Class Design	E. Special Pops	A. History (verbal)	B. Breath (verbal)	C. Asanas (verbal)	D. Class Design (verbal)	E. Special Pops (verbal)	TOTAL
Marks											
Out of	12	16	55	6	9	2	2	2	2	2	108
Percent	%	%	%	%	%	%	%	%	%	%	%

A passing mark is 75% for BCRPA Fitness Leaders and 85% for BCRPA Advanced Fitness Leaders for each section of the written exam. Answers may be found in your fitness theory and yoga fitness course materials.

Name Of Evaluator:	Phone:
Address:	
Evaluator Signature:	Date:
Candidate Signature:	Date:

Evaluator

Comments: _____

email: bcrpa@bcrpa.bc.ca

website: www.bcrpa.bc.ca



**BCRPA Yoga Fitness
ICE Registration**

Form C

APPLICANT'S NAME _____

MAILING ADDRESS _____

E-MAIL _____

PHONE NUMBER (Home) _____ (Business) _____

EVALUATION DATE _____ Have you changed your address? Yes () No ()

YOGA FITNESS EIGHT HOUR RESUME

Classes are not to have been performed prior to the start of the Specialty Module Course.

Date	Agency	Supervisor	Length of Instruction	Type (e.g. Power Yoga)	Class size

LESSON PLAN

This form is to help the evaluator while writing up the Instructional Competency Evaluation form. There is no grade attached to the lesson plan. **You are required to hand this completed lesson plan to the evaluator *prior* to the evaluation.** Please copy this form if additional space is required.

Class Component	Asana/Posture Selection	Muscle Groups and/or Joints Involved	Special Precautions or Instructions	Time



Instructor Competency Evaluation (ICE)

“Yoga Fitness” Specialty Module

Candidate’s Name _____

Address_____

City_____ Telephone (H) _____ (W)_____

Class Type _____ Level (*circle one*): Basic / Advanced

Evaluation Date_____

Key: 1 = Below Standard 2 = Needs Improvement / Below Average 3 = Satisfactory / Acceptable 4 = Good / Above Average 5 = Excellent

B. Skill Development *Please see reverse side for details

A. Lesson Development	Selection of Exercises	Explanation	Modifi-cations	Safety	Breath	Teaching Techniques
1) Warm-Up Postures						
2) Standing Postures						
3) Seated/Floor Postures						
4) Relaxation/Cooldown Postures						

/30

/30

/30

/30

Comments (*specific*)

Subtotal /120

1. Warm-Up Postures _____

2. Standing Postures _____

3. Seated/Floor Postures _____

4. Relaxation/Cooldown Poses _____

C. Professional Qualities

1. Planning (*prepared, organized, adaptable, creative*) 1 2 3 4 5

2. Language (*voice, body language, suitability*) 1 2 3 4 5

3. Manner (*enthusiastic, encouraging, motivating*) 1 2 3 4 5

4. Attitude (*responsible, sincere, professional*) 1 2 3 4 5

Comments (*general*)

WRITTEN LESSON PLAN AND CLASS RESUME TO BE ATTACHED HEREIN

Subtotal /20

Total /140

Name of Evaluator _____

Basic=98/140=70% Advanced + 112/140 = 80%

Telephone_____ Address _____

City_____ Postal Code _____

Evaluator’s Signature_____ Date _____ Candidate’s Signature _____

Yoga Fitness Specialty Module

Instructional Competency Evaluation Scoring Explanation

This evaluation is the standardized form used to qualify the competency of potential Fitness Leaders.

Purpose: The Yoga Fitness Ice is intended to create an evaluation which is clear, easy to follow, provides standards and encourages consistency. The following categories of scoring have been broken down to a priority rating scale. This is meant to provide a base which all evaluators can judge from to ensure standards are met.

Key: 1 = Below Standard 2 = Needs Improvement / Below Average 3= Satisfactory / Acceptable 4 = Good/ Above Average 5= Excellent

Basic Requirements: The maximum possible score is 140 points. A cumulative score of 97 or less will not be acceptable for registration. A cumulative score of 98 plus (70%) is required for registration. If the applicant has scored a “Needs Improvement” (2) or a “Below Standard” (1) rating in more than five categories this will not be acceptable for registration.

Advanced Requirements: The maximum possible score is 140 points. A cumulative score of 111 or less will not be acceptable for advanced registration. A cumulative score of 112 plus (80%) is required for advanced registration. The applicant is only allowed one “Needs Improvement” (2) and seven “Excellent”s (5) must be scored.

A. Lesson Development

- Appropriate selection of exercises for a beginner yoga program
- Primary purpose of poses is described
- Level of intensity is appropriate with modifications given for different levels within class
- Correct technique/alignment, posture, breathing and pacing is demonstrated and taught

B. Skills in Teaching

- 1. Selection of Exercises** (appropriate flow, variety, well-rounded)

 - Correct demonstration in terms of body position, technique and balance
 - Postures involve a variety of muscle groups and provide muscle balance
 - Postures follow logical sequence and flow smoothly from one position to the next
 - Postures are appropriate for stated purpose
 - Variety demonstrated
- 2. Explanation** (verbal and non-verbal)

 - Introductions and guidelines are given
 - Clear, concise instructions and demonstration
 - Sufficient information is given to guide participants safely (i.e. cueing of proper body positioning, breath and alignment)
 - Instruction progresses from simple to complex
 - Primary purpose of exercise is described
- 3. Modifications** (selection, quality)

 - Recommendations for pacing, breathing and body alignment are given and reinforced
 - Provides alternative exercise modifications
 - Able to suggest and demonstrate modifications
- 4. Safety** (precautions, correct technique, exercise selection)

 - Correct technique demonstrated and taught, precautions and modifications given
 - Recommendations for pacing, breathing and body alignment are given and reinforced
 - Avoidance of high risk/contraindicated exercises
 - Limitations of facility are considered including obstruction, cleanliness, temperature, floor surface, air circulation
 - Maintains visual observation of participants
- 5. Breath** (promotes individual awareness appropriate to exercise selection)

 - Demonstrates a variety of breathing techniques and exercise
 - Instruction promotes the relationship between breath and movement
 - Promotion of education regarding breath
- 6. Teaching Techniques** (use of space, introduction of new movements)

 - Concern with comfort of participants, facility design, best viewing position, glare, light reflection, mats
 - Instructor monitors class and adapts cueing and demos appropriately
 - Selection of postures helps promote success for participants

C. Professional Leadership Qualities

- 1. Planning** (creative, organized, prepared, flexible to adapt)

 - Explanations, demonstrations, formations, and progressions are planned in advance
 - Lesson is creative, interesting and has intent
 - Instructor is well prepared (lesson plan) with ability to adapt when needed
- 2. Language** (voice, body language, suitability)

 - Movements are strong, energetic and precise
 - Clear pronunciation and projection of words
 - Tone of voice is friendly, encouraging and expressive
 - Verbal cues compliment demos
 - Voice is projected at level sufficient for group and size of facility
- 3.Manner** (enthusiasm, encouraging, motivating)

 - Positive attitude and approach to class, respectful and confident
 - Body language – energetic and enthusiastic
 - Effective communication exchange between instructor and participants
 - Maintains constant observation of class
- 4. Attitude** (responsible, sincere, professional)

 - Instructor is prepared both mentally and physically to focus on participants and class
 - Indicates concern for participants (i.e. individual needs)
 - Demonstrates an enjoyment of teaching and appreciation of the values of wellness
 - Instructor is available to answer questions and provide information wherever possible
 - Appearance is neat, clean and suitable for activity



BC Recreation and Parks Association
#101-4664 Lougheed Hwy.
Burnaby, BC V5C 5T5
Tel: 604-629-0965 Fax: 604-629-2651
Email: bcrpa@bcrpa.bc.ca
www.bcrpa.bc.ca

Scope of Practice

Group Fitness, Aquatic Fitness, Yoga Fitness, Weight Training and Personal Training

The Scope of Practice identifies the range of responsibilities for BCRPA-registered fitness leaders in each Specialty Module/Designation.

BCRPA Group Fitness Leader

Based on BCRPA Standards and NFLAC* Guidelines, the BCRPA Group Fitness Leader is able to:

- Design, modify and instruct safe, effective and appropriate fitness programs to meet the needs of apparently healthy individuals or special populations who have received medical clearance * in a group fitness setting.
- Lead exercise sessions that are based on BCRPA standards and NFLAC guidelines.
- Incorporate the use of appropriate equipment based on specialized training and the needs of the participants.
- Ensure a safe exercise environment utilizing standard screening tools.
- In order to work with Special Populations*, a BCRPA Group Fitness Leader must obtain specialized training and consult with appropriate health care professionals.
- Act as a resource and refer to appropriate health care providers when dealing with participants who have conditions that the Fitness Leader is not specifically accredited to address.

BCRPA Aquatic Fitness Leader

Based on BCRPA Standards and NFLAC Guidelines, the BCRPA Aquatic Fitness Leader is able to:

- Design, modify and instruct safe, effective and appropriate fitness programs to meet the needs of apparently healthy individuals or special populations who have received medical clearance * in an aquatic setting.
- Lead exercise sessions that are based on BCRPA standards and NFLAC guidelines.
- Incorporate the use of appropriate equipment based on specialized training or the needs of the participants.
- Ensure a safe exercise environment utilizing standard screening tools.
- In order to work with Special Populations, a BCRPA Aquatic Fitness Leader must obtain specialized training and consult with appropriate health care professionals.
- Act as a resource and refer to appropriate health care providers when dealing with participants who have conditions that the Fitness Leader is not specifically accredited to address.

BCRPA Yoga Fitness Leader

Based on BCRPA standards, the BCRPA Yoga Fitness Leader is able to:

- Design, modify and instruct safe, effective and appropriate beginner yoga fitness programs to meet the needs of apparently healthy individuals or special populations who have received medical clearance* in a fitness yoga setting.
- Lead exercise sessions that are based on BCRPA standards.
- Incorporate the use of appropriate equipment based on specialized training and the needs of the participants.
- Ensure a safe exercise environment utilizing standard screening tools.
- In order to work with Special Populations* a BCRPA Yoga Fitness Leader must obtain specialized training and consult with appropriate health care professionals.
- Act as a resource and refer to appropriate health care providers when dealing with participants who have conditions that the Yoga Fitness Leader is not specifically accredited to address.
- Exclusions include Bikram style of Yoga classes and Inversion asanas.

BCRPA Weight Training Leader

Based on BCRPA Standards and NFLAC Guidelines, the BCRPA Weight Training Leader is able to:

- Provide initial health screening.
- Design, modify and instruct safe, effective and appropriate basic/orientation exercise programs to meet the needs of apparently healthy individuals or special populations who have received medical clearance * in a weight room setting.
- Provide weight room monitoring and equipment orientation.
- Ensure a safe exercise environment utilizing standard screening tools.
- In order to work with Special Populations, a BCRPA Weight Training Leader must obtain specialized training and consult with appropriate health care professionals.
- Act as a resource and refer to appropriate health care providers when dealing with clients who have conditions that the Fitness Leader is not specifically accredited to address.

BCRPA Personal Trainer

Based on BCRPA Standards and NFLAC Guidelines, the BCRPA Personal Trainer is able to:

- Design and instruct a comprehensive, individualized, safe, effective and appropriate program to meet the needs of apparently healthy individuals or special populations who have received medical clearance * based on the information provided in the Personal Training course.
- Ensure a safe exercise environment utilizing standard screening tools and obtain appropriate insurance coverage.
- Provide initial health screening, monitor progress and make regular adjustments to programs as needed.
- Design short-and long-term programs based on BCRPA standards and NFLAC guidelines.
- Provide basic nutritional information based on Canada's Guide to Healthy Eating. Client requests for advanced nutritional information should be referred to a qualified nutrition professional.
- In order to work with Special Populations, a BCRPA Personal Trainer must obtain specialized training and consult with appropriate health care professionals. Advanced programming* requires further competencies.*
- Refer to appropriate health care providers when dealing with clients who have conditions that the Personal Trainer is not specifically accredited to address.
- Act as a consultant/educator based on the BCRPA Standards/Code of Ethics and NFLAC guidelines.

DEFINITIONS:

* Special populations: Seniors, youth, pre/post natal women and any person with a disease or disorder (i.e., osteoporosis, arthritis, etc.).

* Medical Clearance: Medical clearance given to an individual to participate in a non-specialized (general) exercise program. Fitness leaders must ensure that they comply with the terms of such clearance as indicated by the medical practitioner regarding these individuals.

* Advanced programming: Any programming outside the realm of instruction taught in a BCRPA-approved course.

* Further competencies: Additional competencies obtained through an accredited and approved health organization (i.e., * Arthritis Society, Heart and Stroke Foundation, BCFACA, etc.).

* NFLAC: National Fitness Leadership Advisory Council.

Specialty-designation Scopes of Practice are currently under development and will be available through the BCRPA office in the future.

“Fitness Leaders must obtain preauthorization for additional competencies through BCRPA and advise HUB International TOS Limited in order to maintain valid insurance coverage.”