

## Active IQ Level 3 Technical Occupational Entry in Personal Training (Diploma)

Qualification Accreditation Number: 610/3922/6

### Introduction

The Active IQ Level 3 Technical Occupational Entry in Personal Training (Diploma) is at level 3 on the Regulated Qualifications Framework (RQF). This qualification has been approved by IfATE, Ofqual and DfE to be recognised as a Technical Occupational Entry qualification. The qualification aligns to knowledge, skills and behaviours (KSBs) in the existing occupational standard(s) for personal training and enables entry to the aligned occupation(s) (including providing occupational entry competence with the requirement for further learning/training in work to reach full occupational competence).

Guided learning hours	300	Total qualification time	430
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### Entry Requirements:

- A suitable Level 2 qualification in Gym Instructing.
- The course requires physical exertion and individual participation is essential, therefore a degree of physical fitness is necessary.
- There is an element of communication (discussing, presenting, reading and writing) involved and learners should have basic skills in communication pitched at level 2.

### Qualification Outline

#### Target Learners:

- Learners aged 16+.
- Gym instructors wishing to pursue a career in the health and fitness sector as personal trainers.
- Individuals, who already hold a gym instructor qualification, wishing to become self-employed running their own personal training business.

## Purpose

This occupational entry qualification aims to develop learner's further knowledge and skills in gym instruction, to pursue a career in personal training. The role of a personal trainer is to coach clients (on a one to one or small group basis) towards their health and fitness goals. Personal training plays an important role in improving the health of the nation, creating opportunities to get more people, more active, more often.

This qualification has been designed in partnership with employers and covers the knowledge and skills identified in the industry as essential for the personal trainer role, covering the design of exercise programmes and instruction, nutritional advice and overall lifestyle management. The qualification also provides the learner with a comprehensive understanding of business, finances, sales and marketing to enable the personal trainer to build and retain a stable client base.

Learners who achieve this qualification will:

Understand:

- The structure and function of the body systems and how they relate to health, fitness and physical activity.
- How to access credible and reputable information about nutrition, low-risk medical conditions, exercise and health.
- The nutritional requirements to maintain health and how nutrients are used to fuel and recover from exercise.
- The risks of poor nutrition and nutritional considerations for specific client groups.
- Factors that affect a clients health and wellbeing and the role of the personal trainer in health promotion.
- Commonly occurring medical conditions and how to risk stratify clients with medical conditions.
- The importance of communication skills and the techniques used to effectively engage clients.
- The techniques used to support clients making lifestyle behaviour changes.
- How technological advancements can help clients increase their activity levels and stay motivated and focused.
- How to monitor and interpret client and business data from a range of current information technology (IT) applications.
- The principles of safe and effective personal training programme design.
- How to safely and effectively integrate the use of alternative and online environments into personal training sessions.
- The legal and professional requirements for a personal trainer.
- Marketing techniques and tactics.
- How information technology (IT) applications are used to support effective business planning and delivery.

Have demonstrated:

- How to collect and interpret health screening and fitness assessment data.
- How to analyse clients' dietary habits and identify areas for improvement.
- How to create a positive environment that motivates and empowers clients, to meet their desired goals.
- How to establish rapport and engage clients in conversation about their health and fitness, assessing the clients' readiness to change behaviour.
- How to facilitate goal setting and action planning.
- How to use information technology (IT) applications in line with legislation and professional standards
- How to evaluate and adapt own communication styles.
- How to design and instruct safe and effective personal training programmes and session plans.
- How to review client progress and satisfaction.
- How to plan and strategise developing a successful personal training business.
- How to plan and strategise market research to run campaigns and develop additional products or services.

### **Progression**

This qualification provides progression to:

- Active IQ Level 3 Technical Specialist in Sports Massage Therapy (Diploma)
- Active IQ Level 3 Technical Specialist in Adapting Physical Activity for Antenatal and Postnatal Clients (Award)
- Active IQ Level 3 Technical Specialist in Optimising Training for the Ageing Client (Award)
- Apprenticeship in Personal Training.

### **Links to National Standards**

There are links to:

- The Personal Trainer Apprenticeship Trailblazer standard ST0302.
- The Chartered Institute for the Management of Sport and Physical Activity (CIMSPA) Learning and Development Requirements (LDR).

## Qualification Structure

Learners must complete the six mandatory units.

Unit	Unit accreditation number	Level	GLH	TQT
1. Applied anatomy and physiology for exercise and fitness	Y/650/7775	3	70	90
2. Principles of nutrition for exercise and health	A/650/7776	3	40	60
3. Understanding lifestyle, wellbeing and common medical conditions	D/650/7777	3	40	60
4. Encouraging positive health and fitness behaviours	F/650/7778	3	40	60
5. Programme design and delivery for personal training	H/650/7779	3	70	100
6. Professionalism and business acumen for personal trainers	L/650/7780	3	40	60

## Assessment Design

The assessments for the Active IQ Level 3 Technical Occupational Entry in Personal Training (Diploma) have been designed to ensure they are valid, fit for purpose and meet the requirements of a technical occupational entry qualification. We have focused on the reliability and validity of the assessments, to ensure that a learner who successfully completes this qualification is well placed to secure employment in roles related to this standard.

The assessments for this Technical Occupational Entry Qualification consist of the following:

Assessment component title	Assessment method	Unit/s
<ul style="list-style-type: none"> <li><b>Assessment 1</b> – Skeletal system</li> <li><b>Assessment 2</b> – Functional kinesiology and biomechanics</li> <li><b>Assessment 3</b> – Myofascial system</li> <li><b>Assessment 4</b> - Cardiovascular system</li> <li><b>Assessment 5</b> - Respiratory system</li> <li><b>Assessment 6</b> - Energy systems</li> <li><b>Assessment 7</b> - Nervous system</li> <li><b>Assessment 8</b> – Endocrine system</li> </ul>	Knowledge assessment	Unit 1 - Applied anatomy and physiology for exercise and fitness

<ul style="list-style-type: none"> <li>• <b>Assessment 9</b> - Immune system and components of fitness</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Assessment 10</b> – Professional boundaries and accessing credible information on nutrition</li> <li>• <b>Assessment 11</b> - Nutrients required to maintain health</li> <li>• <b>Assessment 12</b> - How nutrients from food are used to fuel and recover from physical activity</li> <li>• <b>Assessment 13</b> - How to estimate daily energy and nutrient requirements for clients with different goals</li> <li>• <b>Assessment 14</b> - Risks of poor nutritional and lifestyle practices</li> </ul>	Knowledge assessment	Unit 2 - Principles of nutrition for exercise and health
<ul style="list-style-type: none"> <li>• <b>Assessment 15</b> - Food diary analysis (Case study – Step 2)</li> </ul>	Case study	
<ul style="list-style-type: none"> <li>• <b>Assessment 16</b> – Role of the personal trainer in risk stratification and promoting health</li> </ul>	Knowledge assessment	Unit 3 - Understanding lifestyle, wellbeing and common medical conditions
<ul style="list-style-type: none"> <li>• <b>Assessment 17</b> - Educational information and programme design for the ageing client</li> </ul>	Assignment	Unit 2 - Principles of nutrition for exercise and health Unit 3 - Understanding lifestyle, wellbeing and common medical conditions
<ul style="list-style-type: none"> <li>• <b>Assessment 18</b> - Client communication and supporting clients to make positive lifestyle behaviour changes</li> <li>• <b>Assessment 19</b> - Client consultation</li> </ul>	Knowledge assessment	Unit 4 - Encouraging positive health and fitness behaviours
<ul style="list-style-type: none"> <li>• <b>Assessment 20</b> - Recommend the use of data driven technology to clients</li> </ul>	Assignment	

<ul style="list-style-type: none"> <li>• <b>Assessment 21</b> - Consultation, health and fitness assessments (Case study – Step 1)</li> </ul>	Case study	
<ul style="list-style-type: none"> <li>• <b>Assessment 22</b> - Adaptations that occur as a consequence of training</li> <li>• <b>Assessment 23</b> - Planning and delivering group personal training sessions</li> </ul>	Knowledge assessment	Unit 5 - Programme design and delivery for personal training
<ul style="list-style-type: none"> <li>• <b>Assessment 24</b> - Modular summative observation - Training techniques</li> </ul>	Observation and questioning	
<ul style="list-style-type: none"> <li>• <b>Assessment 25</b> - Planning a periodised programme (Case study – Step 3)</li> </ul>	Case study	
<ul style="list-style-type: none"> <li>• <b>Assessment 26</b> - Summative observation – Personal training (Case study – Step 4)</li> </ul>	Observation and questioning	
<ul style="list-style-type: none"> <li>• <b>Assessment 27</b> - Periodised programme review and reassessments (Case study – Step 5)</li> </ul>	Assignment	
<ul style="list-style-type: none"> <li>• <b>Assessment 28</b> - Professional and legal requirements for personal training</li> <li>• <b>Assessment 29</b> - Marketing strategies and finances</li> </ul>	Knowledge assessment	Unit 6 - Professionalism and business acumen for personal trainers
<ul style="list-style-type: none"> <li>• <b>Assessment 30</b> - Planning a personal training business</li> </ul>	Assignment	

## Assessment Methods

The following lists the assessment methods used in this qualification, with a description of how they are intended to work.

- **Knowledge assessment**

The knowledge assessments use a range of different question types to assess the learner's cognitive abilities; retention of knowledge and factual recall. The different types of questions include multiple choice, short essays, drag and drop into text and scenario-/video-based questions and answers. The different question types give learners an opportunity to demonstrate achievement in a range of different contexts, allowing learners to apply their knowledge in real life scenarios linked to the qualification's purpose. Each knowledge assessment has a minimum pass mark of 70%.

- **Case study**

This assessment uses a clearly constructed case study briefs and associated marking scheme to allow learners to demonstrate application of knowledge and skills in a specific context. This assessment method allows for synoptic assessment of target proficiency utilising real life scenarios and problems. These assessments allow learners to demonstrate problem solving, analytical, research and planning skills. Alongside application and transfer of knowledge and use of initiative in response to complex concepts. Case study assessments are either pass or refer against set criteria.

- **Assignment**

These assessments use clearly constructed brief/task and associated marking scheme to assess learners' cognitive abilities and/or practical competencies.

This assessment method allows learners to demonstrate problem solving, analytical, research and planning skills. Each assignment has a minimum pass mark of 80% against a pre-set mark scheme.

- **Observation and questioning**

An observation assesses the learner's competence, skills and behaviour through the application of knowledge. This assessment method will also provide an opportunity for the learner to be assessed holistically across the standard.

The focus of the questioning will be on the knowledge, skills and behaviours that are assessed within the observation and in particular on criteria that the learner was unable to demonstrate competence in due to them not occurring naturally. Questions may also be on criteria that have been partially demonstrated during the observation. The purpose of the questions and answers session is not to re-assess criteria that the learner did not achieve as a result of not being competent.

The performance observed and responses to questions will be assessed holistically as part of this assessment method. This assessment is a valid way to assess the learner's knowledge, skills and behaviours in a real-life context, and suitably prepares the learner for the role and demands of a personal trainer. Observations are either pass or refer against set criteria.

## Grading

To achieve this qualification, learners must achieve a pass in all of the assessments.

The overall grade for this qualification is **Pass / Refer**.