



Alberta CSEP
HEALTH & FITNESS PROGRAM

**Accredited Fitness Appraisal Center Application Package
For the Canadian Society for Exercise Physiologists**

Alberta CSEP-HFP

The Alberta Canadian Society of Exercise Physiologist Health and Fitness Program (CSEP-HFP) is a not-for-profit organization with almost a thousand members consisting of CSEP Certified Personal Trainers and CSEP Certified Exercise Physiologists.

What is the role of the Accredited Fitness Appraisal Centre (AFAC)?

AFACs promote the Alberta-CSEP Health & Fitness Program and inform the public of its high standard in fitness appraisal along with exercise and lifestyle counseling. A wall certificate and door label is issued for the facility to display the Alberta CSEP accreditation to the public. AFACs are also encouraged to acknowledge the accreditation in commercial advertising.

Benefits of being a CSEP Accredited Fitness Appraisal Centre (AFAC):

The Provincial Fitness Unit sends newly accredited centres a framed certificate to proudly display within the centre as well as door stickers that show the AFAC crest to the public entering the facility.

All AFACs are listed on our website www.provincialfitnessunit.ca and your employees can promote their services through our Online Directory.

The Provincial Fitness Unit receives numerous calls from people requesting the names of fitness facilities that provide quality fitness appraisals and fitness services; we provide them with the names and addresses of only our AFACs! As well, new CSEP CPTs and CSEP CEPs are informed of the AFACs within Alberta and are aware that these centres hire individuals with CSEP CPT and CSEP CEP certification.

The AFAC accreditation brings more marketability to accredited centres as people are assured that all appraisers have met the Canadian standards for exercise appraisal at your centre. As the public becomes more educated on the importance of active living and exercise, they will also become more aware of protocols and safety standards that they will want to see within their facilities.



Facility Requirement Checklist

This detailed application must be completed in full with all of the following documents attached (please check off):

- A CSEP CEP employed at the facility must apply for accreditation on behalf of the centre. A single CSEP CEP can be designated at a maximum of three AFACs. If the designated CSEP CEP leaves the AFAC, it is the responsibility of the AFAC to inform the Alberta CSEP office.
- Application Form (Appendix 1) completed.
- Facility Description (Appendix 2) to be completed thoroughly.
- Copy of all blank consent forms and health screening tools.
- The Alberta CSEP Health & Fitness copy of the memorandum of understanding (Appendix 3) signed.
- Facility Assessment and Assessment Fee of \$ TBA.
- The on-site evaluation of the facility is completed by an Alberta-CSEP Board representative to ensure the minimum requirements are met.

Each year the CSEP CEP of the AFAC is responsible for renewing the AFAC membership. The Annual Renewal Form must be filled out and submitted by a CSEP CEP and submitted with the annual renewal fee by March 31.

The Alberta CSEP office will evaluate your completed dossier. Once the AFAC application is approved, the Alberta CSEP office will coordinate the AFAC onsite assessment. Please send these documents as a complete package to the following address:

*Provincial Fitness Unit
Faculty of Physical Education & Recreation
University of Alberta
Edmonton, Alberta
T6G 2H9*

If you have any Questions you can contact Wendy Barton at the Alberta CSEP H& F Office at 780-492-4435 or wendy.barton@provincialfitnessunit.ca