

2011 Senior Fitness Instructor Certification Renewal Criteria

If you completed a full renewal in 2009 or were certified between July 1st, 2009 and June 30th, 2010, you are due for renewal this year (2011). In order to maintain current certification status, your renewal forms must be completed and submitted to the Canadian Centre for Activity and Aging by **June 30th, 2011**. Thereafter, renewal takes place **biannually**. The requirements for the renewal process are listed below.

1. **Instructor Renewal Fee:** \$56.50 for 2 years (includes HST)
2. **Proof of Current CPR** (First Aid recommended, but not required)
3. **Insurance** *not* required but highly recommended
4. **Two Professional Development Credits** (one required per year).
There are plenty of ways to obtain your 2 professional development credits. Options are below.
 - a. **Annual Refresher Workshop: 1 Credit/Workshop.** These half-day workshops are provided by SFIC Trainers throughout the year at the CCAA and country-wide to provide:
 - i. Updates: new and relevant research findings, best practices and changes in the SFIC program
 - ii. Review: Brief highlight of key information from the SFIC course
 - iii. Q & A: An opportunity to get your questions answered and network with other instructors
 - b. **CCAA Research 2 Action and/or Restorative Care Conference. 1 Credit/Conference.**
 - i. If you attended the 2010 R2A Conference or 2011 Restorative Care Conference, you can use this towards your renewal.
 - ii. If you plan on attending the 2011 R2A Conference, you can either use this towards your 2011 renewal or towards your 2013 renewal
 - c. **CCAA Webinar Series. 1 Credit = 2 Webinars.** (Maximum 2 Webinars)
 - d. **CCAA Leadership Training Courses. 1 Credit/Workshop. 1 Credit/Course.**
 - i. If you have participated in any other CCAA course since 2009, you may use this towards this renewal. Refer to the Leadership Training Courses document in this package for a listing of all CCAA courses.
 - ii. *Please contact the centre if you would like to host a course in your area.*
 - e. **Other Fitness/Aging Related Workshops, Courses, Presentations & Seminars. Must be at least 3 hours in length to receive 1 Credit.**
 - i. These workshops may include activity and/or aging related topics such as, but not limited to, different resources/tools to use in your fitness classes or information on specific age-related special conditions.
 - ii. If you are unsure if a workshop, course, presentation and/or seminar counts towards renewal, please contact Sarah Merkel to discuss further.

Please note that you must provide proof of your Professional Development Credits. Proof can be in the form of an agenda, certificate and/or receipt etc.

5. **Peer Class Observation:** Attend another instructor's class, watch their class and complete the *Peer Class Observation Form*.
** If you live in an area with a less dense population, please contact Sarah Merkel to assist you further**
6. **Minimum # of Teaching Hours** (full classes): 20 (confirmed with signature of program supervisor)

Is certification mandatory? Do I have to renew? No. Maintaining your certification status can only be enforced through your employer as a condition of employment/volunteering for teaching classes. Although there is no law that states an instructor must be certified in order to teach, there are many benefits to maintaining your certification status (see below). One benefit that affects all of us is maintaining and raising the standards within our industry to represent a message of professionalism, safety and credibility to the public.

Benefits of Renewal

- Official Designation after name (CCAA-SFIC) with backing and support of CCAA
- Increased Marketability through CCAA promotions and website
- Professional Credibility and Peer Recognition
- Access to Insurance Coverage
- CCAA E-Newsletter
- Invitations to participate in special research initiatives
- Be the first to know about upcoming CCAA workshops, courses and conference.
**** Make sure you provide us with your email address!****
- NEW! CCAA Instructor Directory – More info to follow in your email.

Attention Volunteer Instructors: Check with the organization for which you teach. Organizations recruiting and training SFIC volunteers are eligible for the “Volunteer Agency License” which is subject to special guidelines.

Submit renewal documents to:

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