



BCRPA Yoga Fitness ICE Registration Cover Letter

Form A

CANDIDATE INFORMATION: Please print clearly

<i>Last Name</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>Cell Phone / Other Phone</i>	<i>Email Address</i>

STEP 1: Pre-requisites

Before enrolling in a BCRPA approved Yoga Fitness course and completing this ICE package, please ensure the following:

- That **you are currently registered as a BCRPA Fitness Leader in** Fitness Theory or in one of the other Group Fitness or Individual options (Aquatic Fitness, Group Fitness, Pilates Fitness, Weight Training, Personal Training).
- That you have a current CPR certificate and a current First Aid certificate that is valid until at least the date that your Fitness Theory registration expires.

NOTE: If you are currently only registered in Fitness Theory, you **MUST** complete all of the Yoga Fitness course requirements and practicum hours, AND submit a fully completed Yoga Fitness ICE Package prior to the expiry date of your 1-year Fitness Theory registration. Please contact the BCRPA for further information if you are uncertain about this requirement.

Step 2: Please check and make sure that your BCRPA ICE PACKAGE contains the following forms:

Form A: ICE Registration Cover Letter
Form B: Exam Questions

Form C2: 8-hour Resume/ Lesson Plan
Form D: ICE Practical Evaluation - double-sided page

Step 3: Instructor Competency Evaluation (ICE) Procedure:

1. Before you contact an Evaluator:

- Refer to the back of **Form D** for the components of the evaluation and to determine how you will be marked.
- Complete **Form B** (Exam questions).
- Complete **Form C2** (8-hour Resume and Lesson Plan).
- Obtain permission from a local fitness facility to use it, and its class or your own class, for your ICE evaluation.
- If necessary, arrange to have friends act as “class participants” for the evaluation.

2. Contact an Evaluator: When you are ready for your evaluation, contact an evaluator from the list found on this page: <https://www.bcrpa.bc.ca/fitness/become-yoga/#Step6>. The evaluator will discuss the ICE procedure and how to submit your form C2 for marking. The evaluator will also discuss the date, time and location of the ICE as well as any fees they may charge you to conduct the ICE evaluation.

Your evaluator will email BCRPA confirmation once you have completed and passed the ICE.

PLEASE ALLOW 5 - 10 BUSINESS DAYS FOR PROCESSING upon received confirmation from ICE evaluator. Please check the Registry® of Fitness Professionals for registration status in the specialty. The BCRPA will not notify Fitness Leaders regarding the status of the ICE package.

Date of ICE: _____



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

5B. Explain the function of the diaphragm and what other muscles are used in the complete or Yogic breath. ___ / 3

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? ___ / 3

___ / 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: _____



BCRPA Yoga Fitness Eight Hour Resume and Lesson Plan

Form C-2

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

Practicum classes must not be taught until 1) you are registered in Fitness Theory; and 2) you have completed the Yoga Fitness course. You can complete your practicum at any site of your choice so long as you obtain the permission of the facility supervisor and the instructor(s) whose classes you will be working in and that the facility supervisor and class supervisor both sign where indicated below. Please note that you need to obtain a total of at least 8 hours of practicum teaching. Please review the entire Form C-2 for practicum options and requirements.

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

FACILITY SUPERVISOR ATTESTATION (BCRPA reserves the right to confirm with supervisor as necessary:

Facility/Community Centre Name: _____

Group Fitness Coordinator/Supervisor Name: _____

Group Fitness Coordinator/Supervisor Telephone Number: _____

Group Fitness Coordinator/Supervisor Signature: _____

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

YOGA FITNESS VIRTUAL PRACTICUM AND ICE GUIDELINE

Upon completion of the specialty module course in Yoga, 8 hours of practicum is required before Instructor Competency Evaluation (ICE). Practicum remains a registration requirement for these specialty modules.

However, these hours can include practice-teaching, peer-to-peer practice-teaching and self-practice. While it is important to develop communication and leadership skills, the BCRPA also recognizes the challenges new Leaders face in fulfilling these requirements, especially during the pandemic. As such, flexibility and options are now available.

OPTIONS FOR COURSE CONDUCTORS

TFLs who deliver BCRPA-approved modules can arrange group practicum for new Leaders. This component is separate from the course and should include self-practice and peer-to-peer practice-teaching (following COVID protocols).

TFLs are also encouraged to network with local facilities (public and private) to assist students with practicum placements.

PRACTICUM REQUIREMENTS OPTION

Ideally, new Leaders should seek out classes in their community for mentorship. However, during this period of reduced programs and until further notice, practicum hours can be obtained virtually.

New Group Fitness, Yoga Fitness and Pilates Fitness leaders are required to obtain a minimum of 4 practice-teaching hours that involve at least 1 participant who is NOT a peer. This person can be a family member or friends who are apparent healthy adults without injuries and are aware that the instructor is practice-teaching. These hours should be filmed and reviewed by a mentor for feedback.

The remainder of practicum hours can be obtained via self-practice and/or peer-to-peer practice-teaching. These hours simply need to be documented. A mentor's review is optional.

The following form can be completed in place of Form C-2 in the Yoga Fitness ICE package.

Alternate Form

Until further notice, new Yoga Fitness Leaders can complete the following Practicum Completion form in place of the YOGA FITNESS EIGHT HOUR RESUME on the first page of Form C-2.

Date	Facility	Length of practice	Practice components (full class, warm-up only, cueing)	Practice type (self-practice, practice-teaching, in-person, online)	Number of participant(s) and name of mentor (if applicable)

OUTDOOR

Practicum hours can be obtained outdoor. Please ensure the safety of participant(s). Anyone who participates in practice-teaching sessions should be made aware that the instructor is not yet registered in the specialty. Participants must be apparent healthy adults without injuries. COVID protocols must be observed.

ICE

ICE can be done virtually. Video ICEs are also accepted. A minimum of two participants are required for the ICE. Again, participants should be apparent healthy adults without injuries. Arrangements should be made directly with the ICE evaluator. It is the responsibility of the new leader to ensure that practicum hours are completed prior to the ICE. New Fitness Leaders should also take into account the First Year BCRPA registration timeframe and requirements.

Respect all COVID protocols at facilities (indoor and outdoor) where ICEs are completed and practicum hours are obtained.



British Columbia Recreation and Parks Association

301-470 Granville Street, Vancouver, BC V6C 1V5
Ph: (604) 629-0965 Fax: (604)629-2651 e-mail: bcrpa@bcrpa.bc.ca
Website: www.bcrpa.bc.ca

Form D

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

Table with 7 columns: A. Lesson Development, Selection of Exercises, Explanation, Modifications, Safety, Breath, Teaching Techniques. Rows include Warm-Up Postures, Standing Postures, Seated/Floor Postures, and 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

Table with 6 columns for rating (1-5) and 4 rows for Planning, Language, Manner, and Attitude.

Comments (general)

Subtotal /20

WRITTEN LESSON PLAN AND CLASS RESUME TO BE ATTACHED HEREIN

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