



**BCRPA Weight Training Module
Instructor Competency Evaluation (ICE) Form**

Form D

Candidate Name:	Date:	
Address:	City:	Postal Code:
Phone(H):	Phone(W):	

A. ICE QUESTIONNAIRE: Evaluation criteria described on reverse.

A-1. Written Answers Attached: YES NO

A-2. Verbal Assessment of 10 Questions:

Question #: Total: / 2	Question #: Total: / 2	Question #: Total: / 2	Question #: Total: / 2	Question #: Total: / 2
Question #: Total: / 2	Question #: Total: / 2	Question #: Total: / 2	Question #: Total: / 2	Question #: Total: / 2

A. ICE Questionnaire Subtotal ___ / 20

B. PROGRAM DESIGN SCENARIOS: Evaluation criteria described on reverse.

Three scenario program designs, two real program designs attached: YES NO

Program:	1. Scenario #:	2. Scenario #:	3. Scenario #:	4. Real Participant	5. Real Participant
	Total: / 4	Total: / 4	Total: / 4	Total: / 4	Total: / 4

B. Program Design Scenarios Subtotal ___ / 20

C. WARM-UP: Evaluation criteria described on reverse.

- 1. Demonstrates proper use of equipment. ___ / 4
- 2. Applies warm-up principles described on questionnaire. ___ / 4
- 3. Demonstrates appropriate teaching skills. ___ / 4

C. Warm-Up Subtotal ___ / 12

D. PRACTICAL DEMONSTRATION OF EXERCISES AND STRETCHES: Described on reverse.

Evaluation Chart	Lat Pull-down	Seated Row	Bench/Chest Press	Shoulder Press	Leg Press	Leg Curl	Back Extension	Abdomen/Core	Calf Press	Evaluator Choice
List equipment type below exercise.										
Adjustments: Equipment, Body, Weight										
ROM										
Stabilize Non-involved Joints										
Repetition Speed										
Breathing										
Muscles/Joints										
Points of Concern										
Stretch										
Alternatives										
Teaching Skills										
Total of 10										

D. Practical Demonstration Subtotal ___ / 100

Comments:

A-1. Written Answers	A-2. Verbal Answers	B. Program Designs	C. Warm-Up	D. Exercises/Stretches
/ 244	/ 20	/ 20	/ 12	/ 100
% Pass Y / N	% Pass Y / N	Pass Y / N	% Pass Y / N	% Pass Y / N

Name of Evaluator (print):	Phone/e-mail:
Signature of Evaluator:	Candidate Signature:



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ICE PASS STANDARDS AND BCRPA REGISTRATION

1. Passing mark = 75% minimum in EACH area (A-D) for Fitness Leader level, 85% in each area for Advanced Fitness Leader level.
2. Participants who fail in one area (A, B, C or D) may redo the area of deficiency with the same evaluator (evaluator fees may apply). This re-assessment may be noted on the same form.
3. To become a BCRPA registered Weight Training Leader you must provide copies of the following:
 - a. Theory course completion or equivalent.
 - b. Successful Theory Exam results (within 12 months). Exam fee covers the first year of registration.
 - c. Weight training course completion certificate from the course conductor
 - d. Current CPR certification
 - e. Current First Aid certification
 - f. ICE Completion (includes written answers to questionnaire and five Program Designs)
4. Registration with the BCRPA requires ALL forms. Incomplete registration packages will be returned to the candidate.
5. Upon receipt of the above, a BCRPA registration certificate will be mailed to you within 4-6 weeks.

A. QUESTIONNAIRE

Written answers must be attached. A passing mark for **each section** of written answers is 75% for BCRPA Fitness Leaders and 85% for Advanced Fitness Leaders. Your ICE evaluator will evaluate your ability to verbally answer some of the questions listed on the questionnaire. Each of the 10 verbal questions is worth two points: 1 point for content (providing the correct answer), and 1 point for delivery (a clear explanation, complete answers with correct anatomical terminology and good voice projection).

B. PROGRAM DESIGN SCENARIOS

Program Designs must have a program card attached. Each Program Design is rated on a total value scale of 1 to 4.

1 - Unacceptable

2 - Needs Improvement

3 - Good

4 - Excellent

C. WARM-UP

Each warm-up component has a maximum value of four (4).

1 - Unacceptable

2 - Needs Improvement

3 - Good

4 - Excellent

D. PRACTICAL EVALUATION OF EXERCISES AND STRETCHES

Candidate will be evaluated on the following criteria:

1. **Adjust Equipment/Workload/Body Position:** Adjusts seat height/lever lengths to oppose the line of resistance. Determines the workload.
2. **Range of Motion:** Ensures appropriate and safe range of motion for the joints involved. Consistent ROM through all repetitions.
3. **Stabilization:** Ensures that joints not involved in the exercise, especially those above and below involved joints, are stabilized. Body position is checked.
4. **Velocity:** Teaches appropriate speed of execution for a single repetition.
5. **Breathing:** Avoids holding breath. Ensures inhalation and exhalation during each repetition is appropriate for the exercise and velocity.
6. **Musculoskeletal Knowledge:** Describes muscle(s)/muscle group(s) and joints involved in the exercise.
7. **Points of Concern:** Educates participant on common technique errors for the exercise. Describes how to correct them.
8. **Stretch:** Demonstrates a stretch for each of the prime movers of the exercise.
9. **Alternatives/High Risk:** Offers alternative exercises. Indicates for whom this exercise would be high risk.
10. **Teaching Skills:** Uses appropriate teaching skills for each exercise. (Description below.)

TEACHING SKILLS: Practical Demonstration of Warm-Up and Weight Room Exercises

1. **Body Language/Kinesthetic:** Awareness of position that is appropriate for best instruction. Makes eye contact. Observes participant's technique/response. Uses hands-on touch appropriately. Demonstrates good posture, hygiene and attire.
2. **Voice:** Tone, volume, tempo, inflection and projection appropriate for surroundings and participant.
3. **Education/Explanation:** Uses clear, complete instructions. Uses correct anatomical terminology, plus general terms. Questions participant for feedback and adjusts exercise accordingly.
4. **Concise:** Avoids information overload. Uses a step-by-step approach. Integrates education and instruction into exercise activity times. Instruction of each exercise, with 8-15 repetitions, takes approximately two minutes.

A STEP-BY-STEP APPROACH

1. **Demonstrate:** While informing participant of general area(s) involved (i.e. "top of thighs"), demonstrate how to get on the machine and perform 2-3 repetitions so the action can be viewed by participant.
2. **Do:** Have the participant adjust the equipment and body alignment to the specifications described. Have the participant execute the repetitions.
3. **Describe (during activity):** Range of motion, velocity, breathing, stabilization of other joints, correct path of resistance. Ask for feedback: Where do you feel it? Is it too easy? Too hard? Adjust resistance and equipment as needed.
4. **Details (during activity):** Describe involved muscles and joints, goal of the exercise, points of concern and safety and appropriate number of repetitions.