



Policy # **14001C** **Continuing Education Credits (CEC's) for Certified Leaders**

Approved by Board: March 20, 2021

Rationale: Continuing Education Credits are the means by which people maintain their knowledge and skills related to their professional lives. CEC obligations are common to most professions. Many professions define CECs as a structured approach to learning to help ensure competence to practice, taking in knowledge, skills and practical experience. CECs can involve any relevant learning activity, whether formal and structured or informal and self-directed.

Policy: **Number of CEC's required:**

- Group Fitness Leaders, Course Conductors, Evaluators: 6 CEC's annual
- Personal Fitness Trainers, Course Conductors, Evaluators: 8 CEC's annually

Policy: **Lifespan of CECs**

Credits are valid for 12 months from the date of completion of course, workshop, webinar, FNB article/quiz submission.

Policy: **Nature of the Credits**

It is recommended that the credits are to be distributed equally between:

- Practical based (physical participation)
- Theory based (i.e. lecture, online courses articles)
- Choice of Practical and/or Theory in any combination.

Example: For 6 credits - 2 practical, 2 theory, 2 choice of practical/theory in any combination.

Policy: Collection of CEC's

- It is the responsibility of the member to track his/her own CECs.
- CEC's will be submitted with his/her renewal documentation.
- Any non FNB CECs must be accompanied by a description of the CEC's (i.e. brochure and registration), and proof of attendance (i.e. receipt/letter/certificate).
- FNB CECs acquired will be documented on certificates placed in the members file for record. The expiry date of these CECs will be recorded on the certificate.

Policy: CEC assessment criteria

- Credits are considered valid if offered by FNB and other credible fitness or allied health practitioners.
- The information is required to be evidenced based, credible and, current.
- The content is required to be exercise, health and/or wellness based.

Trainer/Facilitator Criteria for Delivering CECs

In order for a training seminar to qualify for Continuing Education Credits (CEC's), trainers/facilitators must have certification and/or diploma in the specific topic of the CEC offering and one or more of the following credentials:

- A Fitness NB Fitness Leader Certification or certification through either a Provincial or National fitness program based on the NFLA Performance Standards,
- A degree, diploma and/or current status within a provincial/national organization specifically qualifying them in their specialized area (e.g. Kinesiology, National Coaching Certification Program (NCCP), Physiotherapy, Adult Education Specialist, Medicine, etc.).

Effective Date: April 1, 2021

*Updated February 2021: (Annual requirement, lifespan reduced, all CECs 1 hr=1CEC, removed CEC chart
Approved by Board: November 3, 2014*