



FITNESS & NUTRITION EXPERT PROGRAM

FITNESS SESSION

2: Screening your clients



What we are going to cover



SCREENING YOUR CLIENTS: LEGAL & INSURANCE

- ParQ forms, waivers, other legal, insurance, incident reports

UNDERSTANDING YOUR CLIENTS

- Creating plans that work for your clients emotionally & physically, using tools to uncover their goals, needs, and motivation

SCREENING YOUR CLIENTS' BODY TYPES

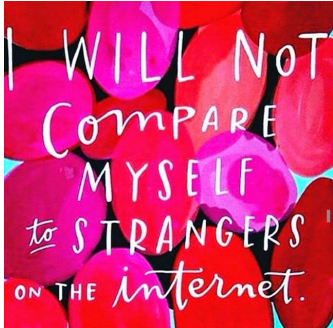

- The 3 body types and how this can influence your programs

ASSESSMENTS, FITNESS TESTS, AND MONITORING PROGRESS

- Various methods to test your clients fitness levels

COMMUNICATING WITH YOUR CLIENTS

- How to effectively get your messages across

What you need before we start

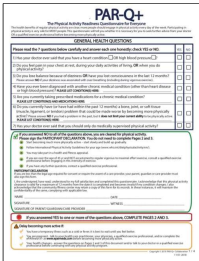
1. Water
2. Put your finger tips together
3. Take 3 deep breaths



BEFORE YOU START TEACHING:

PARQ, Waivers, Legal

While we love getting peeps fit and fierce, we need make sure we are not only properly screening our clients for exercise safely but also to ensure we are covered from a legal aspect.



The 1st step in exercise screening process

This form will help you determine

1. Whether a client needs a doc's note before participating
2. Will help you recognize who need modifications based on limitations
3. Identify clients for whom exercise training would be unsafe

What is the Par-Q form?

- Minimal standard screening tool for clients starting a moderate- intensity exercise program
- Used to identify when physical activity would be good for your client **OR** if your client should seek medical advice before starting the program
- Consists of 7 questions referring to signs or symptoms that may indicate diseases that exercise can exacerbate
- Answers are yes & no. If answer yes, they should be referred to a doctor for further screening



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When do you send the Par-Q?

Before training begins!

Why?
This will give them a chance to review, open up discussion with you, and meet with their doctor prior if needed.

How long do I keep for?

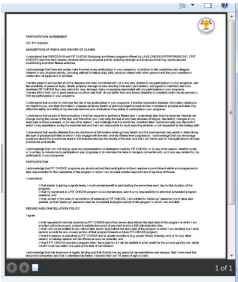
- A min of 7 years
- Re do Par Q after 1 year or if health changes

- The PARmed-X for Pregnancy is a 4-page guideline for health screening prior to participation in a prenatal fitness class or other exercise.
- Completed by the client and health care provider
- If no contradictions, it is completed by doc and then client gives to you

What is the waiver form?

- It is a form (print or online) that means they are giving you informed consent before beginning an exercise program.
- Unlike PAR Q, every trainer or location may have a different informed consent document as they can vary among facilities depending on clientele, staff, equipment, etc. but all should include a min of:
 - purpose of the consent
 - degree of exercise supervision (i.e., close monitoring, occasional monitoring)
 - benefits and risks of exercise participation
 - steps or procedures that will be followed in an emergency situation
 - responsibilities of the client (i.e., reporting of symptoms, exercise program adherence)
 - statement covering confidentiality and freedom of consent to participate in the program





- The 2nd step in exercises screening process
- Before they engage in training with you, it is **HIGHLY** recommended that you have them sign a waiver form
- Can be handed in with your ParQ

What is the purpose of a waiver form?

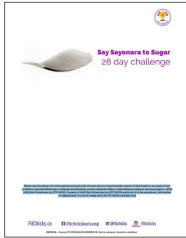
1. To advise your clients of risks and benefits in your fitness class or training
2. To help **PROTECT** you if a lawsuit is filed against you!
3. Under 18? Make sure it is signed by a legal guardian!

Chicks it is **YOUR** responsibility so make sure you are covering all **YOUR** bases! There are templates but we **HIGHLY** recommend you have a licensed attorney review **ALL** your materials to save you in the long run!

Sample waivers and links to online legal waiver site under Members Section



Other legal



DISCLAIMERS FOR MATERIALS

Here is an example of our disclaimer

"Please note the above is for informational purposes only. Persons who are of good health, suspect of their health or are aware of any conditions, physical deficiencies or diseases should always consult a physician before undertaking any eating or exercise program. LAJQ Chick Enterprises Inc./FIT CHICKS. Property of LAJQ Chick Enterprises Inc./FIT CHICKS and is not to be reproduced, reformatted or redistributed. It is not for resale and is for FIT CHICKS members only "

Other legal



NON DISCLOSURE AGREEMENT

- It is a contract through which the parties agree not to disclose information covered by the agreement.
- Creates a confidential relationship between the parties to protect any type of confidential and proprietary information or [trade secrets](#).
- Protects non-public business information.
- Not necessarily for your clients but for any partnerships or potential business agreements

Check out this free NDA Template,

<http://www.ndasforfree.com/NDAS/GetBasic.html>

Other legal



Privacy and Anti Spam legislation

- You must respect the privacy of your clients in line with your country's and international laws (make sure to google your country!)
- Even simple things like making sure to BCC on group emails!
- Never discuss your clients details with anyone without their consent
- Review the anti-spam legislation in your area
- If you use electronic channels to promote or market your organization, products or services, abide by the legal laws of the countries you are sending to

Insurance

As a fitness professional it is highly recommended that you get personal liability insurance

This may protect you in the event of accidents, injuries, fires, etc

Also many locations require for rental. Most gyms have group policies but still important to have your own

As an FNE, you can get your insurance with HUB International - Canada

As an FNE, you can get your insurance with K&K Insurance - USA



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Incident reports

| INSTRUCTOR-PARTICIPANT INCIDENT REPORT | |
|---|--------------|
| <small>(To be used within 24 hours of the incident. Please print. Maximum number of pages: 2)</small> | |
| Date: _____ | Time: _____ |
| <small>(Date, location, and instructor name)</small> | |
| Injured Party: _____ | Phone: _____ |
| <small>(Name and phone number)</small> | |
| Detailed Description of the Injury (If applicable): <small>Please describe the incident.</small> | |
| Details of Action Taken: - Injured party to be taken to hospital (if not already applied at the area) - Injured party to have a doctor look at the area and not attend (if appropriate) and get doctor approval | |
| Was Medical Treatment Sought? () Yes () No () | |
| Witnesses: Names and contact information of 2 witnesses: | |

- It is not mandatory but VERY important to complete an incident report
- Fill out within 24 hours of the incident
- Send to your client and have them return within 72 hours
- Ensure no dispute over the events or how you handled the situation following



**UNCOVERING YOUR
CLIENTS GOALS,
NEEDS, LIFESTYLE &
MORE!**



How do we find this out?



HOW DO WE FIND THIS OUT?

1. Discovery Convo / Call
2. Intake Forms

Using these 2 methods, you will be able to find out the following to create a program that works for your clients

- Who they are (ie. lifestyle, job, personality, family, etc)
- What motivates them (ie. numbers, prizes, goals, etc)
- Why they want to make change (ie. this is HUGE! le kids, health scare, travel, etc)
- Where they are at in their journey (ie. no experience in fitness, tried other programs, etc)
- When & how they can implement this into their lives



The Discovery Call / Convo



- Mostly for personal training or group fitness programs that offer a more personal service
- Also used as a sales tool 30 min consultation to see if your clients are a fit
- Great to understand how your client needs to be approached from an emotional level in addition to their goals


The Intake Form



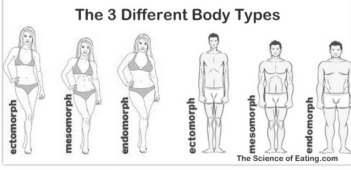
- In addition to the discovery call, an intake form is a great way to collect info that will help develop a plan
- Best to share with client in the intro package with waiver and Parq to collect all at once
- Can be digital (reco) or print
- This can be used for both fitness and nutrition



SCREENING BY BODY TYPE




The 3 Different Body Types



| | | |
|--|--|---|
| <p>Ectomorph Traits: Small "delicate" frame/bone structure Flat chest Small shoulders Thin Lean muscle mass Finds it hard to gain weight & muscle Fast metabolism</p> | <p>Mesomorph Traits: Athletic Generally hard body Well defined muscles Rectangular shaped body Strong Gains muscle easily Gains fat more easily than ectomorphs</p> | <p>Endomorph Traits: Soft round body Gains muscle & fat easily Is generally short Stocky build Round physique Finds it hard to lose fat Slow metabolism Muscles not well defined</p> |
|--|--|---|

The Science of Eating.com

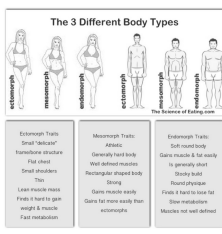


Why can this be a useful tool for creating programs for your clients?

- Each body type can react differently to different types of exercise and food
- Can help you tailor your exercise and nutrition recommendations based on realistic goals for your clients body

WHAT BODY TYPE ARE YOU?

Let's do the test!
<http://www.bodybuilding.com/fun/becker3.htm>



| BODY TYPE | DO | AVOID |
|-----------|--|--|
| ECTOMORPH | <ul style="list-style-type: none"> ✓ Train with heavy weights ✓ Focus on Compound exercises vs isolation ✓ Get enough protein ✓ Higher Carb Tolerance and should be eaten throughout the day | <ul style="list-style-type: none"> ➤ Overemphasize isolation moves ➤ Do too much cardio ➤ Skip meals <p>Ectomorphs have to work harder on the weights in order to gain a toned physique</p> |
| MESOMORPH | <ul style="list-style-type: none"> ✓ typically do best on a mixed diet, consisting of balanced carbohydrates, proteins, and fat ✓ Moderate carb tolerance so eat around workouts ✓ Respond quick to resistance training | <ul style="list-style-type: none"> ➤ Too many carbs ➤ Not balancing workouts <p>Mesomorphs can easily gain weight but also respond very quickly to training.</p> |
| ENDOMORPH | <ul style="list-style-type: none"> ✓ Train with intensity ✓ Do cardio regularly ✓ Limit carbs – eat higher protein & fat | <ul style="list-style-type: none"> ➤ Only lift weights ➤ Eat processed foods ➤ Skip workouts <p>Endomorphs hold onto fat and must workout regularly to maintain weight</p> |

ASSESSMENTS, FITNESS TESTING & MONITORING PROGRESS

1. You want to assess your clients BEFORE starting the program
2. Ways to assess depend on your client, form of training, goals such as
 - Trying to change body composition
3. Set up your check in points from the start with your clients
 - Are you doing weekly, monthly, 6 week check in's?
 - How are you doing the check in? In person, via email, via skype
 - Decide on your measurable and stick to those only!

CHICK TIP: At the beginning, schedule at least a weekly check in. This will allow you to adjust things quickly if they are not working.

CHICK TIP #2: Ensure you have a mix of physical measurable but also non aesthetic such as how much weight, fit test or stress level test




Fitness testing

Fitness is usually tested by the 5 primary components

1. Cardiorespiratory
2. Muscle Strength*
3. Muscle Endurance*
4. Flexibility
5. Body Composition


*Please note usually muscle strength and endurance are typically tested together



Fitness Testing: Cardio

1. Pick a distance (ie 1 mile) for a brisk walk
2. Before you start, check your pulse and record (can use your fingers, heart rate monitor, etc. If using fingers, take for 10 secs and x by 6 to get beats per minute)
3. Do your walk and take your heart rate again once finished.
4. Record both numbers (ie start & finish)

CHICK TIP: I prefer to use a treadmill! You can set the pace to (ie speed of 3.5km so you know you are comparing apples to apples!)



Fitness Testing: Strength & Endurance


Do a Push up Test!

Set your timer for 60 sec and count how many push ups you can do during that time (on knees or toes)

If can do more than a minute, change to 2 min

FITNESS TESTING – Flexibility

Sit & Reach test (will cover with Jess in Anatomy)



Fitness Testing: Body

Composition

Source: <https://www.healthstatus.com/calculate/waist-to-hip-ratio/> (waist more than 35in for women and 39in for men classify people as being increased risk for developing chronic disease)

1. Body Mass Index Measurements: BMI is calculated by the following formula: $\text{weight (lb)} / [\text{height (in)}]^2 \times 703$

You can compare your BMI to this table to help you determine whether you're at a healthy weight.

- Underweight = less than 18.5
- Normal weight = 18.5-24.9
- Overweight = 25-29.9
- Obese = 30 or greater



3. Overall body measurements: neck, arms, chest, waist, hips, booty, calves

CHICK TIP: While not an indicator of actual body composition, use weekly progress pics! The scale might not be changing but the body shape is. Great way to check in with clients

Coaching Effectively

Your clients are coming to you to help them CHANGE, not feel bad about where they are at!

They are also NOT there just to hear all your knowledge and for you just to tell them what needs to be done but to have you help guide them to healthier living.

You have to ask the right, open ended QUESTIONS

1. Uncover their personal reason for change – THE WHY
2. Discover what may be limiting them from reaching – THE ROADBLOCKS
3. Find out what they have already tried & if it worked / why they stopped – THE INTEL
4. Find out when they were successful & how can we do more of that – THE POSSIBILITY
5. Uncover what they can realistically commit to RIGHT NOW – THE PLAN

IMPORTANT: Use open ended questions like

- "Imagine...",
- "What does XXX look like to you?",
- "What are your concerns & fears when it comes to fitness & nutrition changes..."

Communicating Effectively


- Come from a place of compassion and understanding
- LISTEN! Not only to what they are saying but
 - Words they use (negative & positive!)
 - Body language
 - Goals – what is truly important to them and why they want it
- Find out how they like to communicate
 - A great thing to do is the "5 languages of love" test by Dr. Gary Chapman



REMEMBER CHICKS, These are the things that make a heart centered fitness professional aka a Fitness & Nutrition Expert!

We want your clients to:

- To feel understood
- To be supported
- To reach realistic goals we set together (no better feeling!)
- To thrive and feel positive about the journey NOT stressing about the destination!



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Recap

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**Any questions or inquiries,
please email:**

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**Let's have an amazing
journey ahead!**
