

ONLINE EDITION



**PROFESSIONAL
FITNESS
COACHES
ASSOCIATION**



The Professional Fitness Coaches Association



LEVEL 3

DISTANCE LEARNING PERSONAL TRAINING COURSE

COURSE SPECIFICATION



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Course Overview

The Level 3 Personal Training course is a ten-week intensive learning programme which by completing, students will be competent in the assessment of client training needs and application of set methods to meet and achieve training goals and fitness ambitions.

You will study in outstanding facilities within a currently successful business setting with your learning experience enriched by tutors currently practising in the fitness industry.

This course is industry-level appropriate and fit for purpose for those with no previous experience in fitness training and exercise along with those who have an interest in training and want to support both their own training and that of potential clients. It also offers opportunities for those who want to create a new business venture offering physical training services.

The Level 3 Course in Personal Training is a commercial-level qualification aimed at developing the knowledge, understanding and technical skills needed for a career as a Personal Trainer, either employed or self-employed. This qualification has been specifically designed for those who are 16 years and older and appropriate for those who have recently left full-time education together with those who have been out of education for an extended period. The course is founded on national occupational standards for fitness, merging skills and knowledge from personal training and sport rehabilitation, performance training and long-term care of clients.

This qualification is accredited by ThinkTree Hub and is so highly regarded that on successful completion, students will have guaranteed access to insurance to enable them to practise professionally.

What does this qualification offer?

On completion the students will have knowledge and understanding with practical application of anatomy, professional practice, an understanding of the principles of health and fitness and how to provide one-to-one and group fitness-based sessions.

The knowledge required will enable the student to confidently practise in any commercial, high performance sport setting or establish their own business.

In addition to all qualification-specific delivery, studying with this programme will deliver and develop essential employability skills that are embedded in our programmes. It will enhance employability skills with effective communication, information technology, team work and deepened industry knowledge that is passed on from tutors and programme leaders currently working and successful in the field.



Units & Structure

The structure of the qualification is comprised of SEVEN units which are all mandatory.

- Functional Anatomy for Training & Performance
- Fitness Testing and Training & Programming
- Programming for Health, Performance and Fitness
- Principles of Performance Conditioning & Kinesiology Assessment for Sport - Nutrition for Performance, Health & Fitness
- Reflective Case Study
- Business in Fitness

On completion of the course the student will have:

- Learned about the legal and professional aspects of personal training
- Learned how to develop their career in terms of setting up as a self-employed personal trainer, managing a personal training business, and through marketing strategies, building it up to be successful
- Gained a thorough knowledge of functional anatomy and its application to personal training
- Learned how to structure, plan and deliver exercise sessions for one-to-one and group training. Design programmes to meet a variety of potential client needs in dynamic settings
- Learned how to design and structure sessions and programmes to specifically target and meet individual client needs and requirements
- Gained a thorough grounding in nutrition particularly as it applies to exercise, elite performance and a healthy lifestyle
- Learned how lifestyle and medical conditions affect a client's health and wellbeing
- Learned how to communicate well with clients and conduct consultations in order to encourage them to adopt a healthy lifestyle

Students will gain a Level 3 qualification, fully recognised by the international validating body Thinktree Hub. They will have guaranteed access to insurance by Holistic Insurance UK to cover them to practise professionally.



Level 3 Personal Training

On completion of the course learners will have all the essential tools and knowledge to be successful in a variety of physical training career aspirations. Learning does not and should not stop at Level 3. In an employment market where knowledge is outdated every five years practitioners should look for continued career progression development. We are committed to the personal and professional enhancement and continued learning journey of our students.

We offer a range of continued CPD progression and training to ensure learners remain highly employable and equipped to operate confidently in a wide variety of practices and roles.

Our courses are well renowned and respected in industry where we can offer learners who complete this qualification the opportunity to gain employment and obtain insurance to work as a personal trainer.

Modules
Functional Anatomy for Training & Performance
Fitness Testing, Training & Programming
Programming for Health, Performance and Fitness
Principles of Performance Conditioning & Kinesiology Assessment for Sport
Nutrition for Performance, Health & Fitness
Reflective Case Study
Business in Fitness



Module:

Functional Anatomy for Training & Performance

- Identify and explain structural components of the muscle fibre.
- Know and explain components of the sliding filament theory.
- Understand functions and features of the nervous system.
- Describe the features & functions of the endocrine system.
- Describe the different aspects and features of each of the body's energy systems.
- Describe the implications of training variables when developing different energy systems.
- Explain features and functions of different types of muscle fibres.
- Identify muscles of the body. Describe & explain features & functions of the muscular system.
- Identify, describe and explain types, features & functions of different joints.
- Identify, describe and explain types, features & functions of the pelvic girdle.
- Identify, describe and explain the feature & functions of the cardiovascular system.
- Questioning linking anatomy & physiology content to physical training.
- Explain the neuromuscular adaptations associated with exercise / training.
- Draw a diagram of the spine & describe the structure and function of the establishing ligaments and muscles of the spine.
- Explain the process of atherosclerosis and the associated risks with this condition?
- Explain risks associated with aerobic training?
- Describe nervous control and the transmission of a nervous impulse.
- Describe local muscle changes which take place due to insufficient stabilisation.
- Describe coronary circulation.
- Explain the potential effects of abdominal adiposity and poor posture on movement efficiency.
- Explain the impact of core stabilisation exercise and the potential for injury / aggravation of problems.
- Explain the benefits of improved neuromuscular coordination / efficiency to exercise performance.
- Provide blood pressure classifications: a healthy range, low / high & associated health risks and the short / long term effects of exercise on blood pressure.
- Explain the process of motor recruitment and the significance of a motor unit's size and number of muscle fibres.
- Explain the potential problems that can occur as a result of postural deviations.
- Explain the benefits, risks and applications of the following types of stretching: static, dynamic, Proprioceptive Neuromuscular Facilitation.



Module: Fitness Testing, Training & Programming

- Demonstrate an understanding of different methods of fitness training.**
- Be able to plan a fitness training session.**
- Be able to plan a fitness training programme.**
- Be able to review a fitness training programme.**
- Identify a range of laboratory-based and field-based fitness tests.**
- Be able to use health screening techniques.**
- Be able to administer appropriate fitness tests.**
- Be able to interpret the results of fitness tests and provide feedback.**
- Identify crucial elements and skills-sets of an athlete.**
- Define, describe & explain components of fitness.**
- Explain components of fitness linked to specific sport requirements.**
- Identify, describe and explain training methods linked to components of fitness.**
- Identify training activities linked to developing components of fitness.**
- Define, describe and explain principles of training linked to specific fitness goals and training needs.**
- Correctly apply FITT (Frequency, Intensity, Time, Type) principle to a variety of training needs.**
- Construct a training programme that is linked to specific training needs, goals clearly developing components of fitness incorporating training principles and FITT principle.**
- Collect specific information to help construct a periodised training programme.**
- Correctly apply 'periodisation' (microcycle; mesocycle; macrocycle) when putting together a training programme.**
- Define, describe & explain components of periodised training programme.**
- Describe, explain and correctly apply SMART (Specific, Measurable, Achievable, Relevant, Time-based) goals – short, medium & long term.**
- Describe and explain means of monitoring training progress & attaining feedback.**
- Identify, describe and explain a series of fitness tests.**
- Describe the correct protocol for testing.**
- Identify one test per component of fitness - describe it in as much detail as possible, including such things as the objective of the test – what does it intend to measure; the resources required to conduct the test – what equipment and additional information is needed; how to conduct the test – people, time, skills etc.; how to assess the performer – what level or stage are they at; how to analyse the results – how can improvements be measured; who the test is targeted at – age, sport etc.; how reliable is the test – what might affect the results; how valid is the test – is it recognised as a good measure of fitness.**
- Describe the advantages and disadvantages of each test, to include: the cost – high/low; the time taken – short/long; the equipment – a little/a lot; the facility required – large/small; the skill of the person carrying out the test – do they need training/experience?; any other good or bad points.**



Module:

Nutrition for Performance, Health & Fitness

Describe the structure & function of selected organs of the digestive system.

Define terminology common in sport nutrition.

Describe and explain main macronutrients & micronutrients, their sources, function and calorie value.

Explain common terminology related to nutrition.

Demonstrate an understanding of and be able to evaluate healthy living guidelines and sources of nutritional information.

Demonstrate an understanding of the roles and expectations of training professionals.

Apply concepts of nutrition for training & performance.

Demonstrate an understanding of how to consult & gather information when assessing & providing nutritional advice.

Construct, analyse & evaluate a diet plan for a specific case study.

Module:

Programming for Health, Performance and Fitness

Explain the importance of non-verbal communication when instructing clients.

Describe how to adapt communication to meet clients' needs.

Evaluate different methods of maintaining clients' motivation, especially when clients are finding exercises difficult.

Explain the importance of correcting client technique.

Explain why it is important to monitor individual progress especially if more than one client is involved in the session.

Describe different methods of monitoring clients' progress during exercise.

Explain when it may be necessary to adapt planned exercises to meet clients' needs.

Explain how to adapt exercise/exercise positions as appropriate to individual clients and conditions.

Explain how to modify the intensity of exercise according to the needs and response of the client.

Explain why personal trainers should give clients feedback on their performance during a session.

Explain why clients should be given the opportunity to ask questions, provide feedback and discuss their performance.

Explain how to give clients feedback on their performance in a way that is accurate but maintains client motivation and commitment.



Explain why clients need to see their progress against objectives in terms of their overall goals and programme.

Explain why clients need information about future exercise and physical activity, both supervised and unsupervised.

Plan a range of exercises/physical activities to help clients achieve their objectives and goals, covering: cardiovascular fitness, muscular fitness, flexibility, motor skills, core stability.

Identify, obtain and prepare the resources needed for planned exercises/physical activities, improvising safely where necessary.

Negotiate and agree with clients any changes to the planned exercises/physical activities that meet their goals and preferences and enable them to maintain progress.

Record changes to clients plans.

Help clients feel at ease in the exercise environment.

Explain the planned objectives and exercises/physical activities to clients.

Explain to clients how objectives and exercises/physical activities support their goals.

Explain the physical and technical demands of the planned exercises/physical activities to clients.

Explain to clients how planned exercise/physical activity can be progressed or regressed to meet their needs.

Assess clients' state of readiness and motivation to take part in the planned exercises/physical activities.

Record changes to clients plans.

Use motivational styles that: are appropriate to the clients and are consistent with accepted good practice.

Explain the purpose and value of warm-ups to clients.

Provide warm-ups appropriate to the clients' planned exercise and the environment.

Make best use of the environment in which clients are exercising.

Provide instructions, explanations, and demonstrations that are technically correct, safe and effective.

Adapt verbal and non-verbal communication methods to make sure clients understand what is required.

Ensure clients can carry out the exercises safely on their own.

Analyse clients' performance, providing positive reinforcement throughout.

Correct techniques at appropriate points.

Progress or regress exercises according to clients' performance.

Allow sufficient time for the closing phase of the session.

Explain the purpose of and the value of cool-down activities to clients.

Select cool-down activities according to the type and intensity of physical exercise and clients' needs and condition.

Provide clients with feedback and positive reinforcement.

Explain to clients how their progress links to their goals.

Leave the environment in a condition suitable for future use.

Review the outcomes of working with clients including their feedback.



Identify how well sessions meet the clients' goals, how effective and motivational the relationship with the client was, how well the instructing styles matched the clients' needs.

Identify how to improve personal practice.

Explain the value of reflective practice.

Module:

Principles of Performance Conditioning & Kinesiology Assessment for Sport

Explain the biomechanical demands of the sport.

Identify a range of muscle actions in relation to the sport & discuss the specific movements related to the sport.

Explain the relevance of sport-specific movements in designing training sessions.

Explain the role of energy systems for different sports & explain the adaptations of the nervous system to the sport.

Analyse the adaptations of strength, power, plyometrics and all components of fitness related to the sport.

Explain the effects of overtraining.

Identify appropriate information about the client.

Identify specialist sources of additional information when working with sport-specific clients.

Describe the principles of training for a sport-specific programme.

Outline specific phases of the sport-specific programme.

Explain the value and importance of sport-specific warm-ups and cool-downs.

Outline the relevance of motor-skill analysis when designing sport-specific training programmes.

Identify appropriate equipment applicable to specific sports.

Identify appropriate training environments for the sport-specific programme.

Explain the health and safety requirements relevant to the environment and equipment.

Describe the potential advantages and disadvantages of the sport-specific programme.

Explain the role of nutrition prior to training and competition.

Explain the role of nutrition during training and competition.

Explain the role of nutrition for recovery after training and competition.

Clarify the importance of hydration in training and competition.



Module:

Reflective Case Study

Students will:

- Gain client informed consent.
- Construct and use pre-exercise subjective and objective questionnaires.
- Construct and complete Physical Activity Readiness Questionnaires (PARQ).

Summarise the initial consultation:

- Summarise conversation points surrounding training history, barriers to exercise, fitness ambitions, long term, and short-term goals.
- Create, complete, and analyse their own Health & Lifestyle questionnaires.
- Identify and agree SMART training goals with the client.
- Analyse and evaluate collected data.
- Plan a training programme for their client.
- Plan, construct and deliver personal training sessions.
- Track & monitor personal training sessions.
- Accommodate adaptations, variations & progressions for a variety of circumstances.
- Reflect on overall performance and experience.
- Set action plans for further development.
- Reflect on necessary interpersonal adaptations to accommodate a wide group of potential clients.
- Select, apply and justify client assessments.
- Analyse assessment results.
- Track and monitor their client's progress.
- Reflect on their client's progress each week.
- Reflect on their own performance.
- Attain client feedback.
- Set an action plan for further development.



Module:

Business in Fitness

Students will:

- Understand how fitness businesses are organised.
- Investigate & find out what makes a successful fitness business.
- Understand the legal and financial influences on fitness as a business.
- Use market research and marketing for a fitness business.
- Identify successful businesses and explain why they are successful.
- Explore how successful businesses plan & promote their products & services.
- Identify roles as an independent Personal Trainer?
- Plan, design and critically analyse a business proposal.
- Explore support services and staff employment needs.
- Explore roles of possible support staff and services.
- Explore necessary documentation for planning their own business.
- Reflect on possible barriers or challenges that can present when operating their own business.

When planning business operations and an initial promotional plan, students will:

- Develop promotional objectives.
- Assess the promotional opportunities and resources that already exist.
- Investigate policies needed to support the plan.
- Look at the characteristics of the target market(s).
- Check availability of different promotional methods.
- Formulate the promotional plan.
- Coordinate and control the promotional activities.
 - Investigate advertising and communication.
 - Investigate the management of public relations.
 - Investigate sales promotions.
 - investigate the concept of Unique Selling Point.
- Understand basic legal legislation relevant to business operations.
- Describe why it is important to provide a safe and secure environment.
- Describe procedures used to ensure a safe and secure environment in areas within a selected sport and leisure facility.
- Identify procedures used to provide effective customer service in a selected sport and leisure facility.
- Describe the importance of providing effective customer service in a selected sport and leisure facility.
- Understand what a business trend is?
- Describe two different trends and their effect on the services and products offered by sports and leisure facilities.
- Analyse current trends making recommendations for future sport and leisure provision.

Describe and explain how the following three acts could influence fitness businesses:

- Companies Act (1989).
- Fair Trading Act (1973)
- Health & Safety at Work Act (1974).



Describe the following and explain their influence on fitness businesses:

- **Statutory Requirements.**
- **Health & Safety.**
- **Employment Laws.**
- **Licensing.**
- **Insurance.**
- **Planning Permission.**
- **Local Byelaws.**
- **Describe and explain finance terminology.**
- **Know components of effective market research.**

Course Plan, Delivery & Assessment

The course is delivered one day a week over 10 weeks. Each session lasts for four hours. The sessions will consist of practical assessment and ongoing booklet completion.

Delivery is contact with a tutor and by digital means.

The ten-week programme will be re-delivered at numerous times throughout the year. The tutor's scheme of work is made available on enrolment with access to teaching resources. The scheme of work will outline the course, detailing dates, delivery and any breaks to accommodate national holidays and school term breaks.



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Qualification Information

This course is delivered by:

The Professional Fitness Coaches Association

in association with Wellbeing Fitness Education Centre.

It is verified by Thinktree Hub, the International Professional Association services for the healthcare, education, wellness and wellbeing industry.

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