

**REDUCTION/EXTENSION OF CPD POINTS 2017**

The requirements from 1 January to 31 December 2017 to maintain accreditation are:

**Accredited Exercise Physiologist:**

1. A minimum of 20 CPD points per year (1 January – 31 December) are required by all accredited exercise physiologists with the following exceptions:
  - In the year you first become accredited as an accredited exercise physiologist, there is no cumulative CPD requirements e.g. if accredited on 15 September 2017, you will have from that date until the end of the following calendar year (31 December 2018) to accrue your first 20 CPD points. 20 CPD points are required annually thereafter – i.e. January to December.
  - If your accreditation is not current (due to suspension, leave of absence or lapsed) and you are returning to practice then separate CPD requirements apply – refer to ESSA's Return to Practice Policy.
2. Hold a current cardiopulmonary resuscitation certificate (HLTAID001 Provide Cardiopulmonary Resuscitation). Your CPR must always be valid and be renewed annually.
3. Hold a current first aid certificate (HLTAID003 Provide First Aid). Your first aid must always be valid and be renewed as required.
4. Hold professional indemnity and public liability insurance, either personally or through your workplace whilst practising in a professional or voluntary capacity for the scope of practice activities undertaken.

**Accredited Sports Scientist (any level) and/or High Performance Manager:**

1. A minimum of 20 CPD points per year (1 January – 31 December) are required by all accredited sports scientists and or high performance managers with the following exceptions:
  - In the year you first become accredited as a sports scientist/ high performance manager, there is no cumulative CPD requirements e.g. if accredited on 15 September 2017, you will have from that date until the end of the following calendar year (31 December 2018) to accrue your first 20 CPD points. 20 CPD points are required annually thereafter – i.e. January to December
  - If your accreditation is not current (due to suspension, leave of absence or lapsed) and you are returning to practice then separate CPD requirements apply – refer to ESSA's Return to Practice Policy.

2. If working with clients/human subjects, you must hold a current cardiopulmonary resuscitation (HLTAID001 Provide Cardiopulmonary Resuscitation). Your CPR must always be valid and be renewed annually.
3. If working with clients/human subjects hold a current first aid certificate (HLTAID003 Provide First Aid). Your first aid must always be valid and be renewed as required.
4. Hold professional indemnity and public liability insurance, either personally or through your workplace whilst practising in a professional or voluntary capacity for the scope of practice activities undertaken.

**Accredited Exercise Scientist:**

1. A minimum of 20 CPD points (1 January – 31 December) are required by all accredited exercise scientists with the following exceptions:
  - In the year you first become accredited as an exercise scientist, there is no cumulative CPD requirements e.g. if accredited on 15 September 2017, you will have from that date until the end of the following calendar year (31 December 2018) to accrue your first 20 CPD points. 20 CPD points are required annually thereafter – i.e. January to December.
  - If your accreditation is not current (due to suspension, leave of absence or lapsed) and you are returning to practice then separate CPD requirements apply – refer to ESSA's Return to Practice Policy.
2. If working with clients/human subjects, you must hold a current cardiopulmonary resuscitation certificate (HLTAID001 Provide Cardiopulmonary Resuscitation). Your CPR must always be valid and be renewed annually.
3. If working with clients/human subjects, you must hold a current first aid certificate (HLTAID003 Provide First Aid). Your first aid must always be valid and be renewed as required.
4. Hold professional indemnity and public liability insurance, either personally or through your workplace whilst practising in a professional or voluntary capacity.



# REDUCTION/EXTENSION OF CPD POINTS 2017

If you feel that a special exemption should be considered for your circumstances, please complete this application and return to ESSA. The outcome of your application will be provided by email within 10 working days from date of receipt. Applications for the 2017 year will be accepted until 31 January 2018.

Please return completed application to the ESSA Professional Practice Unit via email [education@essa.org.au](mailto:education@essa.org.au), or fax 07 3318 7666. If you have any queries regarding this process, please contact ESSA on 07 3171 3335, or email [education@essa.org.au](mailto:education@essa.org.au).

## PERSONAL DETAILS

Title	<input type="text"/>	Full Name	<input type="text"/>
ESSA ID	<input type="text"/>	Contact phone number	<input type="text"/>
Email	<input type="text"/>		

## PLEASE TICK ONE OF THE FOLLOWING:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Accredited Exercise Physiologist (AEP)      | <input type="checkbox"/> Accredited Exercise Scientist (AES)         | <input type="checkbox"/> Accredited High Performance Manager (AHPM) |
| <input type="checkbox"/> Accredited Sports Scientist Level 1 (ASpS1) | <input type="checkbox"/> Accredited Sports Scientist Level 2 (ASpS2) |   |

This application is requesting:  Reduction  Extension

## REASONS FOR REQUEST

Please provide a full explanation as to why you are requesting a reduction or extension to your ESSA Annual CPD requirements from 1 January to 31 December 2017:

# REDUCTION/EXTENSION OF CPD POINTS 2017

Affected timeframe (Reduction requests only)

from     /    /2017 to     /    /2017

---

I worked as an AEP/ASpS/AHPM/AES during the above listed affected timeframe

Yes

No

---

I have attached documented evidence, e.g. medical certificate; Statutory Declaration

Yes

Please list details

No

---

---

## DECLARATION

The information contained in this form is true and correct.

Applicant's signature \_\_\_\_\_

Date

## OFFICE USE ONLY

Application received on:     /    /     Application reviewed by: \_\_\_\_\_

Outcome: \_\_\_\_\_

Advice of outcome provided to accredited person and noted in iMIS on: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: