

2017 ACCREDITED SPORTS SCIENTIST (ASpS) & ACCREDITED HIGH PERFORMANCE MANAGER (AHPM)

GRANDFATHERING APPLICATION FORM

ELIGIBILITY

This form is relevant to applicants who;

- are looking to apply under the Grandfathering pathway to become an ESSA Accredited Sports Scientist and/or Accredited High Performance Manager
- have undertaken a minimum of 10 years full time equivalent (FTE) practice in direct servicing or research as defined by the ESSA Scope of Practice for sports science

OVERVIEW

An ESSA Accredited Sports Scientist specialises in applying scientific principles and techniques to assist coaches and athletes to improve their performance, either at an individual level or within the context of a team environment. They may also apply their knowledge and skills to relevant projects within the sports industry, for corporate bodies or in the community.

ESSA Accredited High Performance Manager specialises in overseeing a team's sports science/sports medicine services. They apply their knowledge and skills to lead programs for high performance, elite and professional sports and athletes.

At all times, an ESSA Accredited Sports Scientist and Accredited High Performance Manager makes the wellbeing of the athlete, the team and other service users their primary concern by providing the utmost duty of care and never recommending the use of any substance or practice that might knowingly cause harm to the service user.

Accredited Sports Scientists are qualified specialists who are associated with:

- the provision of sports science services to athletes;
- the training of potential sports scientists; and/or
- the conduct of research relating to sport in an elite sporting environment such as the AIS, state academy or professional sports club.

The grandfathering pathway will be available until 1 February 2021.


To be eligible to apply for grandfathered sports science accreditation (ASpS) and/or Accredited High Performance Manager (AHPM) applicants must satisfy;

- 10 years full time equivalent (FTE) practice*
- Hold a higher education degree related to exercise and sports science**
- Demonstrate evidence of meeting the standards for an Accredited Sports Scientist and Accredited High Performance Manager through submission of 3–5 sports science case studies.

*Practice — whether remunerated or not — in which the individual uses their skills and knowledge as a sports scientist under the defined ESSA Scope of Practice for Sports Science. For the purpose of accreditation, practice is restricted to direct servicing and research. Management, administration and policy development roles are not included.

**Where a person has a qualification below a Bachelor degree (AQF 7), they will be given provisional accreditation and will have 3 years to gain a qualification of a Bachelor degree (AQF 7) or above.

APPLY

- Save a copy of this application form and complete in full
- ESSA forms must be completed in English and all documentation supplied must be in English
- Print the form and attach all relevant documents 
- Refer to the checklist on the final page of this application form to ensure you have completed the application form in full
- Post to Exercise & Sports Science Australia (ESSA), Locked Bag 4102, Ascot QLD 4007, Australia



SECTION A- PERSONAL DETAILS

PERSONAL DETAILS

Title Full Name

DOB

Email
 (this is required for your website login)

Are you of Aboriginal or Torres Strait Islander origin? Yes No

How did you find out about ESSA membership? ESSA Website Colleague Employer University Other

CONTACT INFORMATION

Postal address

Town/Suburb State/province Postcode /zip code

Country Contact phone number

Are you working in the exercise and sports science field?

- YES Please complete the box below and page 3.
 NO Continue to 'Languages' at the bottom of page 3.

WORK ADDRESS AND EMPLOYMENT INFORMATION

Name of workplace

Postal address

Town/Suburb State/province Postcode /zip code

Country Contact phone number

Current Employment _____

Previous Position/title _____

PRIVACY STATEMENT

Exercise & Sports Science Australia manages your personal information in line with the Australian Privacy Principles and the ESSA Privacy Policy. The Privacy Policy is available from the ESSA website www.essa.org.au. ESSA only uses and discloses your personal information for our primary functions, or a directly related purpose. Primary functions include: releasing accredited member business information via the Find an Accredited Professional search function on the ESSA website. Related purposes include: releasing accreditation information to organisations such as Medicare Australia, Department of Veterans' Affairs, private health insurers, workers compensations authorities, National Health Services

Directory; releasing industry information to relevant condition organisations e.g. Arthritis Australia, Heart Foundation, Diabetes Australia; and releasing accreditation information to relevant sports governing bodies e.g. Australian Sports Anti-Doping Authority (ASADA) and sports integrity unit(s). If you do not want ESSA to release your information, or have concerns about how ESSA uses your information, please contact us in writing at info@essa.org.au. You can view and correct your personal information from your ESSA My Account.

Please indicate your primary, and if applicable your secondary, professional practice sector by placing a 1 (for primary area of employment) and 2 (for secondary area of employment if applicable) in the boxes below:

| | | | | | |
|----------------------------------|--------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| National government organisation | <input type="checkbox"/> | Fitness club/institution | <input type="checkbox"/> | Other <i>Please specify:</i> | <input type="checkbox"/> |
| Research/education institution | <input type="checkbox"/> | Private company | <input type="checkbox"/> | | |
| Sporting club/institute/academy | <input type="checkbox"/> | Student | <input type="checkbox"/> | | |

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Please indicate your primary, and if applicable your secondary, area of employment by placing a 1 (for primary area of employment) and 2 (for secondary area of employment if applicable) in the boxes below:

| | | | | | |
|--------------------------------|--------------------------|---------------------------------|--------------------------|------------------------------|--------------------------|
| Administration/project officer | <input type="checkbox"/> | Fitness industry | <input type="checkbox"/> | Strength & conditioning | <input type="checkbox"/> |
| Coaching & athlete development | <input type="checkbox"/> | Management | <input type="checkbox"/> | Other <i>Please specify:</i> | <input type="checkbox"/> |
| Education | <input type="checkbox"/> | Sports science testing/services | <input type="checkbox"/> | | |

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Please indicate languages you are fluent in by placing a tick in the boxes below:

| | | | | | |
|-----------|--------------------------|----------|--------------------------|------------------------------|--------------------------|
| English | <input type="checkbox"/> | French | <input type="checkbox"/> | Sign Language | <input type="checkbox"/> |
| Afrikaans | <input type="checkbox"/> | German | <input type="checkbox"/> | Spanish | <input type="checkbox"/> |
| Arabic | <input type="checkbox"/> | Italian | <input type="checkbox"/> | Tagalog | <input type="checkbox"/> |
| Cantonese | <input type="checkbox"/> | Japanese | <input type="checkbox"/> | Turkish | <input type="checkbox"/> |
| Croatian | <input type="checkbox"/> | Maltese | <input type="checkbox"/> | Other <i>Please specify:</i> | <input type="checkbox"/> |
| Dutch | <input type="checkbox"/> | Mandarin | <input type="checkbox"/> | | |
| Greek | <input type="checkbox"/> | Polish | <input type="checkbox"/> | | |

SECTION B- QUALIFICATIONS

| COURSE NAME | COURSE CODE | HIGHER EDUCATION PROVIDER | YEAR COMPLETED |
|-------------|-------------|---------------------------|----------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

ATTACH



ESSA accepts either;

- a) A letter from your higher education provider verifying successful course completion and eligibility to graduate. Your name, course name and code must be on the letter OR
- b) An official* AND certified copy* of your transcript verifying successful completion of all course requirements OR that the qualification has been awarded or conferred.

NOTE 1. You may need to order an official academic transcript from your higher education provider if you are applying to ESSA before graduation.

NOTE 2. *'Official' means a hard copy from your higher education provider i.e. not downloaded from the higher education provider's website. *'Certified copy' means a copy of the original document that is signed by a suitable notary (see examples of a Suitable Notary) as a true copy of the original.

NOTE 3. For transcripts not in English, attach an officially translated copy of your final academic transcript. Transcripts must be translated to English by a NAATI accredited translator (National Accreditation Authority for Translators and Interpreters Ltd).

Do you work with clients/human subjects (no matter the type) YES NO

If you answered yes, please attach the below requirements to your application:



Copy of current First Aid (code HLTAID003) and CPR (HLTAID001) statement of attainment

Please ensure that your First Aid and CPR statement of attainment/s are valid for at least 45 days on submission of your application.

SECTION C- FEE AND PAYMENT DETAILS

ESSA applications incur a processing or assessment fee payable upon receipt of your application and the annual membership and/or accreditation fee/s are payable upon approval of your application.

C1.0 ASSESSMENT FEES

No assessment fee will be charged in 2017 for ASpS & AHPM.

- Assessments are processed within 30 working days.

- Additional information must be supplied within 30 working days.

- Additional assessments are processed within 30 working days.

C2.0 MEMBERSHIP AND ACCREDITATION FEES

Upon approval for ASpS OR AHPM you are eligible to choose from several joining options. Please tick your preferred joining option below. Please note: Membership is FREE with this accreditation type.

- | | |
|--|--|
| <input type="checkbox"/> I am already a financial Full member for 2017 i.e. have paid the 2017 fees AND wish to become an ASpS and/or AHPM. Total fee: No charge | <input type="checkbox"/> I am not a current member/accredited professional of ESSA AND wish to become only an ASpS and/or AHPM (non-member). Total fee: \$236.00 incl GST |
| <input type="checkbox"/> I am not a current member/accredited professional of ESSA AND wish to become an ASpS and/or AHPM AND a Full member of ESSA Total fee: \$236.00 incl GST | |

C3.0 PAYMENT METHODS

ESSA accepts credit card and cheques/money orders

I am paying by credit card

Card type (Please select)

VISA

Mastercard

Cardholder's name _____ Expiry of card (Month/Year) _____

Card number

Signature _____ Date

NOTE: If paying by credit card a 1.5% merchant fee applies. If my application is approved I authorise Exercise & Sports Science Australia to charge my credit card for the preferred joining option indicated above, plus the merchant fee.

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I am paying by cheque/money order

*Please staple a cheque/money order for the fee relevant to your preferred joining option (see C2.0) made payable to Exercise & Sports Science Australia to your application. Will be banked upon approval of application.

ESSA membership and/or accreditation fees apply annually, per calendar year (January – December). Full annual fees are charged at the time of approval, with pro-rata fees then issued for the following year.

SECTION D- DECLARATIONS

D1.0 ESSA DECLARATIONS

By submitting this application I authorise and acknowledge the following:

A) I certify that the information supplied on and with this form is true and correct.

Applicant's signature _____ Date

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B) If accepted as an Exercise & Sports Science Australia member and/or an accredited professional I agree to abide by the Exercise & Sports Science Australia Code of Professional Conduct and Ethical Practice

Applicant's signature _____ Date

.....
C) As an accredited professional I certify that if I am working with clients/human subjects (no matter the type) that I will have current professional indemnity and public liability insurance and hold current first aid and cardiopulmonary resuscitation (CPR) qualifications

Applicant's signature _____ Date

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D) If accepted as an Exercise & Sports Science Australia member and/or an accredited professional I confirm that I am a fit and proper person by acknowledging the following:

- I have not been charged with or have any prior convictions for a serious criminal offence, sexual assault, fraud, or other offence of dishonesty;
- I have not been and am not currently under investigation, the subject of complaint, disciplinary proceedings or adverse findings as to fitness to practice by any international regulatory body having jurisdiction over me or any industry in which I have been employed;
- I possess the necessary physical and mental health to deliver a service safely and competently to the public.

Applicant's signature _____ Date

D2.0 STATUTORY DECLARATION

This statutory declaration covers all information provided to support this application, including additional information submitted for any additional assessments, it must be completed by the applicant and authorised and witnessed by a suitable notary e.g. Justice of the Peace, police officer, pharmacist, full-time teacher etc.

1. *Insert the name, address and occupation of person making the declaration*
i.e. Applicant details
I,¹ _____ (name) of _____ (address)
And of _____ (occupation)
make the following declaration under the Statutory Declarations Act 1959:
2. *Set out matter declared to in numbered paragraphs*
² "The attached documentation accurately demonstrates the necessary requirements for this application with Exercise & Sports Science Australia.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the Statutory Declarations Act 1959, and I believe that the statements in this declaration are true in every particular.
3. *Signature of person making the declaration*
i.e. Applicant signature
³ Signature _____
4. *Place*
Declared at ⁴ _____ on ⁵ _____ of ⁶ _____
5. *Day*
6. *Month and year*
7. *Signature of person before whom the declaration is made*
i.e. Suitable notary signature
⁷ Signature _____
8. *Full name, qualification and address of person before whom the declaration is made (in printed letters)*
i.e. Suitable notary details
⁸ Name _____
Qualification _____

Note 1 A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the Statutory Declarations Act 1959.

Note 2 Chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act 1959 — see section 5A of the Statutory Declarations Act 1959.

Please see the attachment [suitable notary for examples of people who can certify an academic transcript and witness a statutory declaration](#) [Click completed statutory declaration for an example.](#)

SECTION E- ASSESSMENT OF STANDARDS

1. The ESSA Accredited Sports Scientist Professional Standards broadly define the minimum components of an Accredited Sports Scientist (ASpS) and Accredited High Performance Manager (AHPM).

ESSA Accredited Sports Scientists at two levels: Level 1 and Level 2. The Accredited Sports Scientist Level 1 Professional Standards (Standards 1 to 6) are based on the minimum requirements to practise safely and effectively as a sports scientist. The standards build on the general introduction to sports science in the prerequisite ESSA Exercise Science Standards. Credentialing as an Accredited Sports Scientist starts at Level 1.

The Accredited Sports Scientist Level 2 Professional Standards build on the underpinning Accredited Sports Scientist Level 1 Professional Standards. At Level 2, Accredited Sports Scientists are professionals who have advanced knowledge, skills and expertise in sports science that are applied within subfields of sports science, including sports physiology, sports biomechanics, skills acquisition, strength science, and performance analysis.

Similarly, Accredited High Performance Managers Level 2 have advanced knowledge and skills in their area of expertise.

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2. In order for ESSA to recognise your higher education qualification/s and practical experience under the Grandfathering pathway, you will be required to provide evidence items demonstrating HOW you meet the Standards.
Please see [Grandfathering application guide](#) to assist you.
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3. I am applying for:

- Accredited Sports Scientist Level 1
Please proceed to E1.0
- Accredited Sports Scientist Level 2
Please proceed to E1.0, then E2.0
- Accredited High Performance Manager Level 2
Please proceed to E1.0 then E3.0

E1.0 ACCREDITED SPORTS SCIENTIST PROFESSIONAL STANDARDS - LEVEL 1

| STANDARD | GUIDING PRINCIPLE | REFERENCE TO EVIDENCE ITEMS (APPLICANT TO COMPLETE) | MET/ NOT MET (ASSESSOR TO COMPLETE) |
|---|--|---|-------------------------------------|
| 1. Professional Practice | An Accredited Sports Scientist can demonstrate an understanding of the framework of sports science practice. This includes evidence-based practice, ethical considerations, legislated requirements, the service delivery setting and professional obligations. | | |
| 2. Professional Relationship and Behaviours | An Accredited Sports Scientist can demonstrate ethical, professional behaviour and teamwork in delivering high-quality sports science services. | | |
| 3. Planning and Decision Making | An Accredited Sports Scientist can demonstrate the application of planning and decision making that considers the needs of service users within diverse and relevant sporting environments. This includes planning, assessing, monitoring and appropriately documenting decisions in a multidisciplinary environment that includes collaboration with the sports science and medical team, coaching staff and service users. | | |

| | | | |
|---|--|--|--|
| 4. Implementation of Sports Science Services | An Accredited Sports Scientist can demonstrate delivery of safe and appropriate sports science services. Services include those that are delivered collaboratively with other professions, that meet the service users' needs and that are based on scientific evidence and methodologies. | | |
| 5. Understanding and Implementation of Research | An Accredited Sports Scientist can collect data, interpret data, formulate desirable outcomes, and translate and apply research outcomes into sports settings. | | |
| 6. Data Handling and Management | An Accredited Sports Scientist can apply appropriate data handling and privacy considerations to the collection, interpretation, reporting, storage and communication of data and research outcomes in sports settings. | | |

E2.0

ACCREDITED SPORTS SCIENTIST PROFESSIONAL STANDARDS - LEVEL 2

| NUMBER | ELEMENT | REFERENCE TO EVIDENCE ITEMS (APPLICANT TO COMPLETE) | MET/ NOT MET (ASSESSOR TO COMPLETE) |
|--------|---|---|-------------------------------------|
| 1 | Applies an ethical framework to sports science practice. | | |
| 2 | Applies the principles of leadership to guide advancements in sports and sports programs. | | |
| 3 | Mentors new graduates and emerging sports scientists in the subfields of sports science. | | |
| 4 | Appraises new and emerging evidence, technologies and techniques in sports and sports subfields. | | |
| 5 | Evaluates factors that influence performance in sports settings. | | |
| 6 | Collaboratively designs individualised programs for service users. | | |
| 7 | Collaboratively evaluates the efficacy of interventions. | | |
| 8 | Designs evidence-based protocols to effect changes in performance. | | |
| 9 | Appraises training programs and interventions aimed at improving athlete preparation and performance. | | |
| 10 | Assesses the risks and judges the safety of sports and sports training, and tests activities for service users and other stakeholders. | | |
| 11 | Relates the findings of research and investigations to stakeholders, with consideration of legislated requirements and stakeholder needs. | | |
| 12 | Demonstrates testing procedures, calibration procedures and basic equipment maintenance in sports settings. | | |
| 13 | Complies with legislated health and safety requirements in both laboratory and field settings. | | |

E3.0

LEVEL 2 ACCREDITED HIGH PERFORMANCE MANAGER PROFESSIONAL STANDARDS

| NUMBER | ELEMENT | REFERENCE TO EVIDENCE ITEMS (APPLICANT TO COMPLETE) | MET/ NOT MET (ASSESSOR TO COMPLETE) |
|--------|--|---|-------------------------------------|
| 1 | Leads the high performance program of a sporting team or organisation or club. | | |
| 2 | Assumes responsibility for the organisational structure of the high performance program for a sporting team or organisation or club. | | |
| 3 | Manages the high-performance multidisciplinary team for a sporting team, organisation or club. | | |
| 4 | Models effective leadership principles and practices for leading a high-performance multidisciplinary team. | | |
| 5 | Assumes responsibility for implementing evidence-based programs for legislation compliance and for the safety and wellbeing of individuals in high-performance multidisciplinary environments. | | |
| 6 | Evaluates the effectiveness of high performance programs in achieving projected performance outcomes. | | |
| 7 | Explores new and emerging tools, techniques and programs aimed at improving athletic and sports performance. | | |

SECTION F- WORK HISTORY

Please attach your CV and complete the table below.

Applicants need to demonstrate 10 years of practice (Full time equivalent)

Practice — whether remunerated or not — in which the individual uses their skills and knowledge as a sports scientist under the defined ESSA Scope of Practice for Sports Science. For the purpose of accreditation, practice is restricted to direct servicing and research. Management, administration and policy development roles are not included.

| YEARS | WORKPLACE | TIME (I.E. 1 YEAR, 1.5 YEARS) (COMPLETED BY THE APPLICANT) | MET/ NOT MET (ASSESSOR TO COMPLETE) |
|-------|-----------|---|--|
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| | | | |
| | | TOTAL | |

SECTION F- PROFESSIONAL REFEREES

REFEREE 1

Title Full Name

Postal address

Phone Fax

Mobile

Email

Qualifications and professional experience relevant to exercise and sports science

Current position/title

Capacity in which applicant is known to the referee

REFEREE 2

Title Full Name

Postal address

Phone Fax

Mobile





Email

Qualifications and professional experience relevant to exercise and sports science

Current position/title

Capacity in which applicant is known to the referee

SECTION G- APPLICATION CHECKLIST (TICK WHEN COMPLETE)

1. **COMPLETE SECTION A** - PERSONAL DETAILS
 2. **COMPLETE SECTION B** - QUALIFICATIONS *ATTACH CERTIFIED COPIES 
 3. **COMPLETE SECTION C** - FEES AND PAYMENTS * STAPLE CHEQUES/MONEY ORDERS IF APPLICABLE 
 4. **COMPLETE SECTION D** - DECLARATIONS
 5. **COMPLETE SECTION E** - WORK HISTORY *ATTACH THE RELEVANT CV 
 6. **COMPLETE SECTION F** - PROFESSIONAL REFEREES 
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Please note:

- Applications will not be assessed until a complete application and supporting documentation has been received by the ESSA National Office
- Applications are assessed in order of arrival and can take up to 30 working days per application from the date of receipt
- You will receive a confirmation email upon receipt of your application. If you have not received this within 10 working days of sending your application please contact ESSA on +61 7 3171 3335
- Application forms are not returned to you, please keep a copy for your records
- Do not send original academic transcripts as these will not be returned to you
- ESSA recommends sending your application by registered post and keeping a tracking number for your reference