POLICIES AND GUIDELINES

PHYSICAL ACTIVITY AUSTRALIA

NATIONAL FITNESS REGISTRATION

CODE OF CONDUCT

Physical Activity Australia, a division of Bluearth Foundation, is dedicated to advocacy, to supporting people to be more active and to representing exercise professionals.

Building on the strong foundations laid in 1982 by VicFit, we are continuing to work with the fitness industry to build a happy, healthy active nation one step at a time. We aim for all Australians, young and old, to be active every day.

NATIONAL REGISTRATION

Our Exercise Professionals' Registration Program supports adherence to agreed industry standards of service, care and safety.

Registration with us demonstrates to prospective employers, the industry professional and the public that an individual has satisfied the requirements of a comprehensive quality assurance system for fitness professionals, including attaining an appropriate qualification and maintaining appropriate standards of competence for professional practice.

The Registration Program sets an industry standard, encouraging good practice for the industry and its professionals.

PURPOSE

It is important to establish, publicise and maintain standards of ethical behaviour in the professional practice of fitness professionals, and to inform and protect the public and clients using these services.

Our Code of Conduct sets an acceptable standard of professional practice for all Registrants. This Code does not replace the principles and procedures adopted by employing bodies and/or relevant legislation.

This Code of Conduct is founded on the core values of **rights, relationships, responsibilities and professional standards**.

As a Registrant you are required to comply with our Code of Conduct. Should a complaint be made against you, the Disciplinary Policy will be implemented to investigate and respond to any complaint.

PRINCIPLE 1 - RIGHTS

Physical Activity Australia Registrants will be respectful of their clients and of their rights as individuals.

Registrants will:

- respect people's individuality and diversity
- provide equal and fair treatment to all without discrimination
- safeguard confidential information relating to clients, be discreet in any conversations and not impart any personal information to any third party without consent, ensuring compliance with privacy legislation.

PRINCIPLE 2 - RELATIONSHIPS

Physical Activity Australia Registrants will develop healthy professional relationships with their clients and other health professionals based on openness, honesty, mutual trust and respect.

Registrants will:

- always promote the welfare and best interests of clients, placing the client's needs as a priority
- be clear, honest and accurate in all forms of communication with clients, professional colleagues and other health professionals, and will not misrepresent themselves when promoting their services
- avoid any inappropriate behavior in all client relationships, ensuring physical contact is appropriate and necessary and undertaken with the client's approval
- respect the skills, training and expertise of other professionals and institutions.

PHYSICAL ACTIVITY AUSTRALIA
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PRINCIPLE 3 - RESPONSIBILITIES

Physical Activity Australia Registrants will demonstrate and promote a healthy active and responsible lifestyle and conduct.

Registrants will:

- have a full understanding of the laws and regulations governing the professional practice of fitness professionals
- demonstrate responsibility for their own physical and psychological wellbeing to protect their professional knowledge, competence and judgment
- be aware of their working environment and protect participants, ensuring the training environment and planned activities are appropriate to the needs, age and ability of clients

PRINCIPLE 4 - PROFESSIONAL STANDARDS

Physical Activity Australia Registrants will aspire to adopt the highest level of professional standards in their work and the development of their career.

Registrants will:

- conduct themselves both professionally and personally in a manner that enhances the integrity, culture and standing of the fitness profession
- update knowledge and improve their professional skills in order to maintain a quality standard of service, reflecting on their own practice, identifying development needs and undertaking relevant development activities
- welcome evaluation of their work, be willing to accept responsibility and be accountable for professional decisions or actions
- only practice those activities for which their training and competence is recognised by us, and only use names and titles which correctly describe their professional status, expertise or scope of practice apply fair, reasonable and honest business principles when dealing with clients and others
- inform clients of the financial costs of any services, and not sell, supply, endorse or promote services, goods or practices which jeopardise the safety or wellbeing of, or exploit their professional relationships with clients

By registering with us a Business member, an individual agrees to comply with the Code of Conduct in his or her professional work. Any alleged professional misconduct or failure to comply with this Code may result in sanctions.

PRINCIPLE 5 - BUSINESS CONDUCT

A Business Member will:

- promote Physical Activity Australia as the preferred registration body for fitness professionals
- encourage and assist others to understand the activities, role and importance of our organisation
- act honestly, fairly and properly in dealings with participants, other members and the general public
- treat all people with respect and fairness without any form of discrimination or harassment based on race, gender, age, disability or culture when such factors do not jeopardise the safe conduct of activities
- protect staff and participants' rights to privacy and confidentiality with respect to information sought and received
- refrain from intentionally spreading false or misleading information, whether written, spoken or implied
- refrain from knowingly using or being party to improper or illegal methods and practices in organisational and operational activities
- refrain from intentionally compromising the professional reputation of any other member
- obey all legal requirements and adopt, as a minimum, accepted industry practices
- ensure staff continue to acquire and maintain professional skills and knowledge, thereby improving personal competence, as well as the knowledge base of our association
- never provide false or misleading information about their skills or qualifications
- encourage and assist others to develop appropriate attitudes, skills and knowledge relating to physical activity
- assist all participants and clients to realise their full potential and to stimulate the spirit of enquiry and the acquisition of knowledge through quality teaching practices

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