

Dear Training Participant,

Thank you for registering for the Arthritis Foundation Training!

### **What to Bring?**

Please make sure that you bring the following items with you:

- Pre-Training Module **page 35 only** the Knowledge Check Page
- \*You must have this in order to attend the training otherwise you will not be able to stay.**
- Comfortable Clothes
- Old Exercise manual if you are a current leader/instructor

### **What to Expect?**

At the training workshop you will be provided with class materials and lunch. As part of the new program you are required to pass written exam by 80%. You will find a sample agenda at the end of the letter.

### **What the Arthritis Foundation Expects?**

Please remember that certification is only available to those who complete the training workshop, pass the written test and **go on to complete a six week session teaching assignment at a sanctioned site.**

Paperwork includes quarterly Program Information forms, participant release forms, and a yearly co-sponsorship agreement. In order to become certified, you must attend the entire workshop. **Participants having to leave early or show up late, for whatever reason, will not qualify for certification.**

### **What are the Follow-up Procedures?**

After attending a training within two weeks you will receive a payment receipt and a certificate for you Continuing Education Units (CEU's). Teach the class (sessions must be held two times a week for six weeks. Please remember to turn in attendance sheets and participant release forms. After completing the teaching requirement, fill out the leader certification form and mail to the Chapter Office. Once the Chapter office has received this you will receive your certification. A site visit to your facility will be conducted within the first two years of your program.

## Sample Agenda

### **Session One:**

#### **Welcome And Overview**

- Welcome and introductions •
- Training workshop overview •
- Introduction to the Arthritis •
- Foundation
- Overview of the Arthritis Foundation •
- Exercise Program

### **Session Two: Medical Aspects of Arthritis**

- Review of basic concepts of arthritis •
- Review of treatments for arthritis •
- Practical application to class •

### **Soft break**

### **Session Three: Health Education and Teaching Tips**

- Health Education overview •
- and how-to's
- Welcome and closing activities •
- Teaching tips •

### **Session Four: Exercises**

- Overview of program exercises •
- Joint Check warm-up and cool-down •
- Exercise assignments and BREAK**

### **Program exercises: demonstration and practice**

### **Lunch**

### **Exercise demonstrations continued**

- Balance component •

### **Session Five: Endurance**

- Overview of endurance activities •
- Regulating and monitoring intensity •
- Demonstration and practice •

### **Break**

### **Session Six: Relaxation**

- Overview •
- Demonstration •

### **Session Seven: Lesson Planning**

- Program progression •
- Integrating new participants into •
- ongoing classes
- Lesson planning practice •

### **Session Eight: Logistics**

- Program policies and logistics •
- Questions and answers •
- Evaluation and closing activities