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**Australian Institute  
of Kinesiologists Ltd**

Industry Body Representative for Kinesiology

## Practitioner Support Program

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*"Strengthening Kinesiology through Innovation & Vision"*

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## Table of Contents

<b>PURPOSE</b>	<b>3</b>
<b>BACKGROUND</b>	<b>3</b>
<b>OVERVIEW</b>	<b>4</b>
<b>DEFINITIONS</b>	<b>5</b>
<b>FORMAT</b>	<b>5</b>
<b>REQUIREMENTS TO BE A MENTOR</b>	<b>6</b>
<b>REQUIREMENTS TO PROVIDE PEER SUPPORT</b>	<b>6</b>
<b>CPE POINT ALLOCATION</b>	<b>7</b>
<b>CPE EVIDENCE</b>	<b>7</b>
<b>APPENDIX A - MENTORS DECLARATION FORM</b>	<b>8</b>
<b>APPENDIX B - NOMINATE A MENTOR</b>	<b>9</b>
<b>APPENDIX C - PEER SUPPORT DECLARATION FORM</b>	<b>10</b>



## PURPOSE

**The purpose of this document is to outline the guidelines for the Practitioner Support Program which is a new and voluntary form of Continued Professional Education (CPE) available to AIK members. The Practitioner Support Program aims to provide another avenue for members to gain support, improve their practice and contribute to the modality of Kinesiology.**

The Practitioner Support Program is designed with a few basic and key elements in mind:

- the wholistic (emotional, physical, spiritual and mental) support of our members;
- the support of the personal and professional wellbeing of our members;
- the provision for the maintenance, growth and development of our members skill sets and knowledge;
- recognition for the self-directed development that is already taking place by our members, and
- the connection and community of Kinesiologists, for the benefit and growth of Kinesiology in Australia.

## BACKGROUND

The current Diploma of Kinesiology HLT51507 and /or HLT52415 includes a Mentoring component, where students are mentored in supervised practical clinics, thus bringing the membership in line with academic qualifications.

In the work force, most registered health care workers are required to partake in Mentoring /Supervision. Mentoring can provide support on a number of levels; mentally, emotionally, academically and for business acumen.

Many Kinesiologists are in private practice and some work in isolation without support. The AIK Ltd recognizes that Mentoring and Peer Support are essential elements to personal and professional support and business success.

In 2018, a Mentoring / Peer Mentoring component was implemented by the AIK Ltd as a requirement for completion annually to maintain AIK Ltd membership. This requirement was in addition to and outside of the existing CPE requirements.

A review of the program was instigated at the beginning of 2019 through a survey to members and an assessment of feedback received as part of the exemption process. Through this review a number of areas for improvement became clear. The requirements for the program were amended to address members' feedback whilst staying true to the intention of the program which is to support Kinesiology practitioners and the modality of Kinesiology. In addition, participating in Mentoring or Peer Support now attracts CPE points.

## OVERVIEW

Members are able to obtain a total of 5 CPE per year for each of the following practitioner support activities:

- Receiving Mentoring
- Providing Mentoring
- Participating in Peer Support activities.

The new Practitioner Support Program is **voluntary**, and as such all members are encouraged to participate in these activities to gain support for themselves as Kinesiology practitioners, and indeed to sustain their personal growth. It is highly recommended that members with less than 5 years of clinical experience seek out a Mentor to support them, and partake in Peer Support activities.

**We acknowledge that many members are already undertaking their own self-directed personal and professional development, and this new Practitioner Support Program seeks to encourage and reward that activity.**



## DEFINITIONS

### **Mentoring**

Mentoring occurs when there is a gap of experience between the Mentor (an AIK Ltd recognised Mentor) and the member. The Mentor is significantly more experienced than the member. For example, the Mentor may be someone who has significantly more practice experience.

### **Mentor**

Mentors can be Kinesiologists or from a non-Kinesiology skill set, e.g. a business mentor.

Mentors can provide personal and professional development, support, guidance, exchange ideas, discuss progress, set goals, support with challenges related to clinical practice, expose to new ideas and ways of thinking, provide advice on developing strengths and overcoming weaknesses. Your Mentor can also provide general marketing and business support, as well as occupational health and safety information.

### **Peer Support**

Peer Support is restricted to Kinesiology activities only. This fosters the practice of techniques and the support of one another whilst ensuring that we only use techniques that we have gained an official qualification in. Peer support can occur when there is no significant gap in experience.

**Some examples of Peer Support are:**

- **balance swaps/practices with fellow students/kinesiologists**
- **two or more members getting together to practice Kinesiology techniques, discussing Kinesiology, their practice, case studies etc.**

## FORMAT

- **Mentoring** can be conducted face-to-face, over the phone or via online media. A session can be one-on-one or in a group setting.
- **Peer Support** can occur face-to-face, over the phone or via online media. A session can be one-on-one or in a group setting.

## REQUIREMENTS TO BE A MENTOR

All Mentors must apply for recognition with the AIK Ltd and hold Professional Indemnity Insurance.

Mentors can be:

- AIK Ltd Registered Professional Members and above with more than seven (7) years clinical experience, with or without a Mentoring Training Certificate or similar.
- A Registered Professional Member who holds a Mentoring Training Certificate or similar, even with less than 7 years clinical experience qualification.
- Kinesiologists who are not financial members of the AIK Ltd but hold a Kinesiology Diploma HLT51507 or HLT52415 with more than seven (7) years clinical experience.
- A Mentor nominated by the Member who is recognised by other professions as a Mentor (please provide evidence of this) **or has supportive professional expertise that the member feels would be appropriate for them** to nominate as their Mentor (agreement for this Mentor who is not a Kinesiologist is required by AIK Ltd NE Board and the Member – knowledge of Kinesiology would be of an advantage for the Mentor).

To register as a Mentor please complete the form in Appendix B of this document and submit it to the AIK Ltd for assessment.

## REQUIREMENTS TO PROVIDE PEER SUPPORT

You have to be a Kinesiologist / study kinesiology to be able to provide support to your Peers.

Kinesiologists providing Peer Support DO NOT have to apply for accreditation with the AIK Ltd to carry out the services. They don't have to be a current financial AIK Ltd member.

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## CPE POINT ALLOCATION

### **Mentee**

You can receive 1 CPE point for every hour of Mentoring you receive, up to a maximum of 5 CPE points per year.

### **Mentor**

You can receive 1 CPE point for every hour of Mentoring you provide, up to a maximum of 5 CPE points per year.

### **Peer Support**

You can receive 1 CPE point for every Peer Support session/meeting that you undertake, up to a maximum of 5 CPE points per year. (Regardless of the duration of the session, one CPE point is granted for that session, per person.)

## CPE EVIDENCE

To receive CPE points for activities within the Practitioner Support Program, please submit the following evidence to the AIK Ltd:

### **Mentee**

A Mentor's Declaration Form (Appendix A) completed by your Mentor. Please upload completed declaration/s (if more than three files, combine to one file) into your Member Profile (via the Member Portal [http://www.aik.org.au/members\\_only\\_area.html](http://www.aik.org.au/members_only_area.html) ) as evidence. In your Member Profile, select 'Manage CPE' from the menu, followed by '+ Add a Claim' from the top right hand corner. Please have supporting evidence (eg Declaration Form) ready for upload. Once an entry has been saved, changes to entries can only be made by contacting the Registrar via email.

### **Mentor**

A completed Mentor's Declaration Form (Appendix A). Please upload completed declaration/s (if more than three files, combine to one file) into your Member Profile (via the Member Portal [http://www.aik.org.au/members\\_only\\_area.html](http://www.aik.org.au/members_only_area.html) ) as evidence. In your Member Profile, select 'Manage CPE' from the menu, followed by '+ Add a Claim' from the top right hand corner. Please have supporting evidence (eg Declaration Form) ready for upload. Once an entry has been saved, changes to entries can only be made by contacting the Registrar via email.

### **Peer Support**

A completed Peer Support Declaration Form (Appendix C). Please upload completed declaration/s (if more than three files, combine to one file) into your Member Profile (via the Member Portal [http://www.aik.org.au/members\\_only\\_area.html](http://www.aik.org.au/members_only_area.html) ) as evidence. In your Member Profile, select 'Manage CPE' from the menu, followed by '+ Add a Claim' from the top right hand corner. Please have supporting evidence (eg Declaration Form) ready for upload. Once an entry has been saved, changes to entries can only be made by contacting the Registrar via email.

## Appendix A - Mentors Declaration Form

Please complete this form as a declaration of the mentoring that has been undertaken. Both Mentor and Mentee are eligible for 1 CPE point for each hour of mentoring up to a maximum of 5 CPE points per year.

### Mentor's Declaration

I (Mentor's name) .....  
hereby declare that I have provided (Member's name) .....  
..... with ..... hours  
of individual mentoring and/or ..... hours of group mentoring.

Mentee's AIK Ltd Membership Number and Membership Level  
.....

Mentor's AIK Ltd Membership Number and Membership Level (if applicable)  
.....

I am an AIK Ltd accredited Mentor (pls tick applicable). ..... Yes  No

Mentor's Address .....

Mentor's Telephone/s ..... Mobile .....

Mentor's Email .....

Signature of Mentor .....

Date .....

*Please note the member and Mentor should retain a copy of this record for AIK Ltd Renewal of Membership and AIK Ltd audit process.*





## Appendix B – Nominate a Mentor

Please complete this form if you could like to nominate either yourself or another person to be a Mentor. Once this form is completed please send it via email to the AIK Ltd for assessment.

### Mentor's Nomination Form

Your Name .....

Your AIK Ltd Membership number .....

Nominee's Name .....

Nominee's Address .....

Nominee's Telephone/s ..... Mobile .....

Nominee's Email .....

Nominee's employment .....

Nominee's years of experience post training .....

Nominee's Qualifications .....

Nominee's qualification as a mentor .....

Nominee's AIK Ltd Membership Number and Membership Level (If relevant)

.....  
.....

I confirm that I am the holder of a current

Professional Indemnity Insurance Policy (pls tick applicable).

Yes

No

*Please note that Kinesiology Qualifications, Mentoring Qualifications and a copy of the current Insurance Policy may be requested from the AIK Ltd NE Board upon review of this application or a CV to support the nominated Mentor by the member.*

Please email this form to the AIK Ltd at: [info@aik.org.au](mailto:info@aik.org.au)



## Appendix C – Peer Support Declaration Form

Please complete this form as a declaration of the peer support activity that has been undertaken. All members involved in the peer support activity are eligible for 1 CPE point for the activity up to a maximum of 5 CPE points per year.

Each member must complete their own Peer Support Declaration for the activity.

### Peer Support Declaration

I (Name & AIK Ltd MNo) .....  
hereby declare that I have participated in the Peer Support Activity on (Date).....

The name and membership number of all members involved:

.....  
.....  
.....  
.....

A brief description of the activity undertaken:

.....  
.....  
.....  
.....

What did you work on?

.....  
.....  
.....

What did you learn?

.....  
.....  
.....

Signature of Member .....

Date .....

*Please note the member should retain a copy of this record for AIK Ltd Renewal of Membership and AIK Ltd audit process.*

