

Hosting Pilates Training Courses



HOSTING PILATES TRAINING

Why arrange to Host a Rehabilitation Pilates course?

Continuing Education (CE) courses are crucial for the ongoing learning and development of clinicians. Indeed, many State boards implement compulsory Continued Education Units (CEUs).

CE courses are vital to ensure that Health Professionals are up to date with the latest research and teaching principles. Rehabilitation Pilates is a therapeutic intervention for the prevention and treatment of muscle imbalances and postural mal-alignments, and is a recognised form of CE for Health Professionals all around the world.

What is Rehabilitation Pilates?

APPI have modified traditional Pilates exercises into therapeutic exercises and renamed them Rehabilitation Pilates. Traditional Pilates, developed by Joseph Pilates in the 1920s, is a system of exercise which aims to increase strength of the core abdominal and back muscles. Originally designed for dancers, traditional Pilates exercises are very physically demanding and not suitable for those with low back pain (LBP), neck pain or peripheral joint injuries.

Therefore, Australian Physical Therapists Elisa Withers and Glenn Withers, analysed and modified the original repertoire into a system of exercises which aim to restore muscle balance and correct postural alignment. Rehabilitation Pilates is based on retraining correct activation of the core stabilising lumbo-pelvic muscles – Multifidus, Transversus Abdominis and the pelvic floor.

The APPI Method

The APPI has enjoyed immense success with training Physical Therapists and allied health professionals in the APPI Rehabilitation Pilates technique. Our success relies on our research-based approach to Pilates training. As Physical Therapists, we recognise the demand for more specific Pilates training which targets the higher theoretical and practical experience of qualified therapists. The APPI method presents the most current research relevant to Pilates and teaches a realistic framework of exercises to apply in the clinical setting. Pilates is experiencing a boom in the health and fitness industries. There has also been a recent proliferation of traditional Pilates training courses offered for the general public, fitness instructors and professional health care workers, such as Physical Therapists. However, through years of studying and practising Pilates as Physical Therapists, it was evident that traditional Pilates courses lacked the specificity and research base for use as a clinical tool in the professional health care setting. Therefore, the APPI has modified the original 34 Pilates matwork exercises to incorporate the recent research on lumbar instability, muscle imbalance and adverse neural tension. To ensure the continual development of our health care professionals, our techniques are based on scientific evidence.

Rehabilitation Pilates and its role in clinical setting

Research has shown that specific retraining of the Multifidus muscle reduces the recurrence rate of LBP. Hides et al. (1994) reported evidence of lumbar Multifidus muscle wasting ipsilateral to symptoms in patients with acute/sub-acute LBP. Further studies found that Multifidus muscle recovery is not automatic after the resolution of acute, first-episode LBP (Hides et al., 1996). In their study with LBP patients, Hides et al. (1996) demonstrated that this deficit in Multifidus can be reversed with exercises that focus on activating the Multifidus muscle. Two to three year follow up studies found that the recurrence rate of LBP was reduced by 50% in patients who had performed specific exercises for activating Multifidus. An integral part of therapeutic rehabilitation following LBP is retraining correct activation of the Multifidus muscles, which can be done using Rehabilitation Pilates.

The Transversus Abdominis (TrA) is the other principal muscle affected in LBP. Studies have found delayed onset of activation and poor activation of the TrA in LBP patients compared to healthy controls (Hodges & Richardson 1997). In healthy individuals, the TrA activates prior to limb movements to provide postural support to the lumbar spine (Hodges & Richardson 1997). In LBP patients, TrA activation occurs after the limb movement, and therefore renders the lumbar spine unsupported during functional activities. A model for retraining motor control of the TrA is provided as a part of Rehabilitation Pilates.

Rehabilitation Pilates provides Rehabilitation Professionals with a clinical and user-friendly tool for retraining correct activation of the Multifidus, TrA muscles and pelvic floor muscles. It consists of a progressive repertoire of mat-based exercises designed specifically for Rehabilitation Professionals to teach to the clinical population. The key elements of Rehabilitation Pilates include retraining:

1. Neutral lumbo-pelvic alignment and activation of the key lumbo-pelvic stabilising muscles
2. Correct ribcage/thoracic alignment
3. Scapulo-thoracic stabilisation
4. Deep neck flexor retraining to stabilise the cervical spine.

The repertoire of Rehabilitation Pilates exercises also include exercises to improve spinal mobility, flexibility of the key trunk and lower limb muscle groups, body awareness and postural awareness.



REHABILITATION PILATES COURSES

Rehabilitation Pilates Matwork training consists of 3 levels:

Matwork Level 1 - The Foundation, Matwork Level 2 - Class Instructor and Matwork Level 3 -Intermediate/Advanced. The APPI also offers one day Rehabilitation Pilates workshops.

A selection of APPI's most popular hosted workshops are shown here. Should you wish to run a course which is not shown in this document please just give us a call and we will be delighted to help you.

APPI Course Participant Feedback - *by Susan Demas, Private Home Care Physiotherapist, USA*

"This was the best Continuing Education class that I have attended in 30 years! I am incorporating what I learned everyday with not only orthopaedic patients, but also neurological patients (CVAs and Parkinson's disease).
My patients notice the difference and are moving better functionally."

Pilates for Rehabilitation Matwork Level 1 - The Foundation

This is the first level in our Rehabilitation Pilates training programme. Theory and research on lumbar and pelvic stabilisation is presented. Clinical assessment of the TrA and Multifidus muscles is taught. The beginner repertoire of Rehabilitation Pilates movements is presented.

Pilates for Rehabilitation Matwork Level 2 - Class Instructor

The class instructor course aims to discuss all issues involved in establishing your Pilates programme within your work setting. Assessment, inclusion criteria, outcome measures, class planning and advertising are all important areas which are covered. A new repertoire of warm-up and cool down exercises is taught.

Matwork Level 1 is a prerequisite for this course.

Pilates for Rehabilitation Matwork Level 3 - Intermediate/Advanced

This is the second Matwork-based course where the intermediate and advanced Rehabilitation Pilates exercises are taught. Higher level scapulo-thoracic and pelvic stabilisation exercises form the core of this course.

Matwork Level 1 is a prerequisite for this course.

Pilates & Shoulder Rehabilitation

This one-day course is designed to help you apply the principles of the APPI method to shoulder rehabilitation. The course will include a review of current theories of shoulder stability and consider how Pilates exercises may be used to enhance this specific area of shoulder retraining.

Ante & Post Natal Pilates

Theoretical and practical considerations for teaching Rehabilitation Pilates during and after pregnancy are taught, along with a full exercise programme, which can be applied to Ante & Post Natal group classes.

3D Standing Pilates

3D Standing Pilates is an evolutionary method which advances the essential Pilates principles into more functional upright positions. This two days course introduces a theoretical 3D Standing Pilates model and teaches a series of 3D Standing Pilates movements to address balance, ROM, myofascial control and neural dynamics in standing.

Participants are also introduced to the great Oval Balanced Pads during this course

Pilates & Scoliosis

Pilates and Scoliosis begins with a the history of Scoliosis, followed by discussions on the difference between congenital and idiopathic scoliosis and differing challenges faced with the mix between C-curve and S-curve deformities of the spine. During the course you will be guided through the APPI's step by step program of how to deliver a successful in clinic scoliosis session, as well as a specific home exercise program.

Pilates & Osteoporosis

Pilates & Osteoporosis is an innovative 12 step program that is based on targeting the common fracture sites that the research into osteoporosis suggests. this program has the key concept of getting clients off the floor in managing osteoporosis and ensuring that the benefit of weight bearing exercise can be linked to Pilates movements.





How do I arrange a host course?

We are delighted to hear you are interested in running one of our APPI Rehabilitation Pilates courses in your venue!

In this brochure we have gathered as much information as possible to take you through the process of organizing one of our courses. However, should you still have any further questions, please do not hesitate to contact our team at GHE at 877) 311.1608 or via email info@globalhealthcareeducation.com

How to book?

- Read through this brochure and clarify any further doubts you might still have
- Once you are ready to go ahead with your course booking, just let us know and we will discuss potential dates and location
- After your dates and location are decided upon, you will receive the Host Course Booking Form. Please fill it in, sign and scan it back to our International Department
- Your course is now confirmed, and we will initiate your host training support. We will help you get your course up and running from start to finish!

APPI Host Training Support

The APPI will be on hand to support you at all times with the organization of your course. Once your host course booking form has been received and the date for your course confirmed we will provide you with the following:

- Marketing Material & Support (e.g.: e-poster that you can circulate to advertise your course)
- The opportunity to advertise your course dates via the APPI website and Social Media links
- Course administration material (e.g.: course confirmation letters, receipt templates, course attendees booking list)
- A copy of the APPI training log book and recommended reading list to forward on to course attendees

The APPI will be in regular contact throughout the organizing period to check on course numbers and help answer any questions which you may have.

You do not need to worry about the course printed materials (manuals, feedback forms), those will be sent to you 1-2 weeks prior to your course date.

With the course materials' box, we will also send the presenting kit (to be used by our presenter during the course), along with a few products which are to be sold during the course. This way

your course attendees will also have the opportunity to benefit from "on course" discounts!

The APPI prides itself on customer service. It is very important to us that when you run a course all potential course participants receive this same level of service. In organizing one of our courses you are taking on the responsibility of an APPI ambassador by representing us at your training centre. We would like to work with you and help this to be achieved in every part of event organization.

---> Following the course your APPI presenter will take any remaining manuals, products or course information with them to return to the APPI Head Office team. Should we need to arrange a collection for the course materials the presenter will box everything up and a member of the APPI Head Office team will be in touch on the day following the course to arrange a suitable time to collect it from you.

What provisions do I need to organize a host course?

For all courses the APPI requires the use of the following facilities and equipment to host a course:

- Gymnasium or conference room to cater for up to 20 participants (smaller groups can be negotiated)
- PowerPoint facilities for the lecture (laptop and data projector required)
- at least one plinth
- one exercise mat for each participant (plus two spares)
- a towel or head pad for each participant
- a model of the spine and pelvis
- a chair for each participant
- a CD Player and music CD, or iPod and docking station to be used during the pilates class
- 4 x 65cm Swiss Balls
- 4 x lower limb strength Pilates bands (purple)

Additional course-specific equipment:

Pilates for Rehabilitation Matwork Level 2

- 4 x 90cm full diameter Foam Rollers
- 4 x Soft Pilates Balls

(Participants should also be advised to bring their Pilates for Rehabilitation Matwork Level 1 manual to this course)

Pilates for Rehabilitation Matwork Level 3

- 1 x pair of Massage Balls per participant

(Participants should also be advised to bring their Therapeutic Pilates for Rehabilitation Professionals manual to this course)

Pilates for Osteoporosis

- 1 x 3" and 1" Head Pad (per participant)
- 1 x lower limb strength Pilates band (purple) per participant
- 1 x pair of Oval Balance Pads (per participant)
- 1 x Sitting Block (per participant)
- 1 x Soft Pilates Ball

Ante and Post Natal Pilates

- 1 x upper limb strength Pilates band (blue) per participant
- 1 x lower limb strength Pilates band (purple) between two participants
- 1 x 90cm Foam Roller (per pair of participants)
- 1 x 65cm Swiss Ball (per pair of participants)
- 1 x pair of Massage Balls (per pair of participants)
- 2x triangular support cushions or a pilates barrel

3D Standing Pilates

- 1 x pair of balance pads per participant
- 1 x Pilates Soft ball per participant
- 1 x pair of Massage balls per participant
- 1 x lower limb strength Pilates band (purple) per participant

Pilates & Scoliosis

- 1 x 3" and 1" Head Pad (per participant)
- 1 x Sitting Block
- 1 x lower limb strength Pilates band
- 1 x upper limb strength Pilates band
- 1 X Soft Pilates Ball

Please note that many other CE courses are available for you to run as well, these are only the ones which require different equipment. You may want to check out website for other options

Promoting and organizing your course

We will assist you on reaching your target public, but here are a few tips we would like to give you to get you started:

- Use the marketing e-poster we sent you to advertise on all your social links, website, and other network links you might have
- Call all surrounding hospitals and request to speak with the superintendent of the Physical Therapy department to inform them of the upcoming course
- Send the marketing e-poster you received to them so they can display in the staff office of their department
- Set up a system to ensure that all enquiries are handled within 24 hours of the initial phone call. Inform the receptionist of the course how to handle the enquiry
- Ensure that the applicant's name, address and telephone number are taken on all initial enquiries. Keep a register of this, thereby you can call back all those who did not book on if needed towards the end of the organizing period

What do I send to course attendees once they have booked?

Once a course attendee has booked and paid for the course (please ensure all cheques are made payable to you or your workplace and not to APPI), please send them the following:

- a receipt for their payment
- a confirmation letter including a map and directions to the venue
- the recommended reading list (research articles that form the essential reading to prepare for APPI courses. Please make them aware that they can purchase those through our website)
- the Log Book

In case you are organizing the Pilates for Rehabilitation Matwork Level 3 course exam, further information about the APPI Certification Exam will also be included in their confirmation letter.

We also recommend that course attendees purchase the APPI 'Pilates for LBP' on DVD. This DVD allows participants to experience the APPI teaching style prior to attending the course. This can be purchased from the APPI America website (www.globalhealthcareeducation.com) or by contacting the office directly.

How do I set up my venue?

- Please ensure that on the day/evening prior to the course the area assigned for the course is cleared of all plinths except one, gym equipment, walking rails, electrotherapy machines, or any other equipment to leave a large, open, uncluttered space.
- For all Rehabilitation Matwork courses, place the mats out in a staggered format with one mat for the instructor at the front of the group. (Sample picture of studio set up)
- For all large equipment courses using the Reformer, Cadillac, Chairs and Barrels, please also designate an area for Matwork. Place one mat ready to be used as a head support
- For Rehabilitation Matwork and large equipment courses (as above), set up the lecture area with chairs for all participants, the PowerPoint facilities at the front of the group. If the same space is being used for both theory and practical, have the chairs neatly stacked ready for the transfer after the class.
- Set out the tea/coffee and biscuits for the course participants on arrival, ensuring the kettles are boiled and cups are out.
- Set up the television and DVD player in the area where the tea/coffee is to be served.
- The manuals will have been sent to you prior to the course. Place these out ready for participants to receive as they walk in the door, or place on each seat.
- Assign an area for the participants to sign in; this is usually near the entrance to the course area.

Can course attendees purchase APPI products on course days?

In response to requests from course attendees, APPI does make products available for the APPI presenters to sell on courses. APPI Presenters will normally bring products with them to sell on the course, but you will be notified if for any reason products need to be sent direct to your venue in advance of the course taking. In this instance please leave the box to one side and the presenter will assemble the product display on arrival. APPI presenters are responsible for selling the products.

After the course, should it be necessary for products to be shipped back to APPI, the presenter will pack these in a box and a member of APPI's Head Office team will be in touch on the day following the course to arrange a suitable time for our courier to come and collect the package.



TERMS & CONDITIONS

Please read through the following information carefully. It outlines course fees, presenter arrangements, responsibilities of the host course training organizer and cancellation policies.



1.

REHABILITATION MATWORK COURSE FEE
For two days of training (includes all matwork/reformer/specialist courses) the cost of hosting is a flat rate of \$2500.00, for any single-day training courses (specialist courses only) the cost is \$1800. This means that for a group of 8 people or more the cost of hosting a course at your workplace can be significantly cheaper than training team members independently. All matwork & specialist courses are available for a maximum of 20 attendees & reformer Pilates courses for a maximum of 12 - if you would like to host a course for more than this please just get in touch.
2.

PAYMENT
The APPI has a standardised payment protocol, which states that the payment of your course fees have to be received by the APPI no later than seven days after the course dates. Therefore, in case your course is being funded by your Trust/employer, all payment information required by your finance department must be provided to the APPI in due course. Please note that, in case full payment is not received up to seven days after the course date, interest of 10% will be added weekly to the total owed.
3.

ADMINISTRATION & MARKETING
In the package, you will be provided with all the material needed for your course and its marketing and organization. However, it is the organizer's responsibility to take care of all of the advertising administration, course fees and bookings.
4.

PRESENTER TRAVEL & ACCOMMODATION
All travel and accommodation costs will be charged to the organizer and will be allocated on the invoice. APPI will book the travel and accommodation. Receipts of all bookings are available upon request. Please note that if you, the organizer, cancel a course and we have already booked the travel and accommodation you WILL still be liable to pay for this, unless the costs can be refunded to us directly by the travel and accommodation providers. To benefit from early bookings and cheaper fees we will aim to book all travel and accommodation as early as possible, and we will maintain close communication with you to make such decisions. Travel equates to a standard return ticket to and from the course. Accommodation will normally be a standard room for two nights in a 3-4 star hotel.
5.

COURSE REQUIREMENTS
Please read the enclosed APPI course brochure thoroughly to ensure that you have all the equipment required for the course you are organizing. Please also ensure that you are familiar with the pre-requisites for Pilates for Rehabilitation Matwork Level 2, Pilates for Rehabilitation Matwork Level 3, and Ante & Post Natal courses.
6.

DEPOSITS
Potential course attendees may pay a deposit for the course in order to secure their place, rather than the full fee at your discretion. We advise that full payment should be made within three weeks prior to the scheduled course. This will allow for proper planning with the presenter's travel and accommodation.
7.

NUMBERS OF ATTENDEES
Maximum attendance for the Rehabilitation Matwork Level 1, 2 and 3 courses is 20 (depending on the size of your venue). For all courses, there will be one APPI lecturer to present the course and we request that the organizer, or a representative is available during the course to support as required.
8.

PARTICIPANT LISTS
The APPI requires a full list of participants including telephone numbers and email addresses sent via email three weeks prior to the course taking place. Any participants in receipt of membership discount should be clearly marked on this form.
9.

REFRESHMENTS
The APPI does not provide lunch. The APPI will expect the venue to provide a small tea, coffee and morning/afternoon tea service. Typically, participants are advised that they may bring their own lunch or purchase locally.
10.

CANCELLATION POLICY
The APPI reserves the right to change or cancel course dates up to seven days prior to selected dates. All decisions regarding change or cancellation of selected course dates are to be made by the APPI. If cancelled by the host training organizer after three weeks prior to the course start date, a cancellation fee of \$250.00 applies. You will also be liable to meet any refund requests made by the participants.
11.

PAYMENT FOR YOUR COURSE
The APPI will contact you in the two weeks prior to your course to confirm participant booking numbers. APPI will then forward an invoice to the appropriate department. Payment for this invoice is to be received within 7 days of the course dates. Failure to pay by seven days after the course date will incur a weekly interest fee of 10% of the value of your invoice.
12.

COURSE BOX
It is the host course training organizers responsibility to ensure that any products or course materials requiring collection from the venue are easily located and that they will be available for courier collection as per the arrangements made with APPI. Any fees incurred from having to re-book couriers due to the box not being available will be passed on to the organizer of the host training.



