

Hosting Rehabilitation Pilates Courses

The Australian Physiotherapy & Pilates Institute



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Rehabilitation Pilates

Would you like to host a Rehabilitation Pilates course?

Continuing Professional Development (CPD) courses are crucial for the ongoing learning and development of clinicians. Indeed, the Chartered Society of Physiotherapy is implementing compulsory CPD portfolio's.

CPD courses are vital to ensure that Physiotherapists 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 recognised form of CPD for Health Professionals.

When hosting a Rehabilitation Pilates course, you **receive two free places for your Physiotherapists** to attend the course.

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 Physiotherapists Elisa Stanko 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.

Our Method:

APPI have enjoyed immense success with training Physiotherapists and equivalent degree therapists in the APPI Rehabilitation Pilates technique. Our success relies on our research based approach to Pilates training. As physiotherapists, we recognise the demand for more specific Pilates training which targets the higher theoretical and practical experience of higher degree 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 worlds. 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 physiotherapists. However, through years of studying and practicing Pilates as physiotherapists, 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, 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 professions, the techniques which we teach 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/subacute 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 principle 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 Physiotherapists 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 Physiotherapists 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 muscles groups, body awareness and postural awareness.



The Rehabilitation pilates courses

The Rehabilitation Pilates Matwork Training Programme consists of Matwork level one, Matwork level two class instructor and the Matwork level three intermediate/advanced course. The APPI also offers many one day Rehabilitation pilates workshops.



Rehabilitation Pilates Matwork Level 1

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.



Rehabilitation Pilates 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, advertising and insurance are all important areas which are covered. A new repertoire of warm up and cool down exercises is also taught.

Matwork Level 1 is a pre-requisite for this course.



Rehabilitation Pilates 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 pre-requisite for this course.



Rehabilitation Pilates & the Ball

The Swiss Ball is used to incorporate more dynamic and functional stability exercises into the programme. Beginner to advanced exercises are taught.



Ante & Post Natal Pilates

Theoretical and practical considerations for teaching Rehabilitation Pilates during and after pregnancy are taught.

Matwork Level 1 is a pre-requisite for this course.



Rehabilitation Pilates & Theraband

The resistance band is used for Rehabilitation Pilates to add additional strength and resistance training for the upper and lower limb while focusing on scapulo-thoracic and pelvic stabilisation.

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The Rehabilitation Pilates courses continued...



Rehabilitation pilates & Small equipment

The Pilates Magic circle and Foam roller are incorporated into Matwork exercises to increase the challenge to strength, endurance, balance and dynamic stability.



Reformer on the Mat

An intensive 2 day course that will provide you with an intense and demanding exercise programme with which to challenge the advanced mat student.



Rehabilitation Pilates Refresher Day

This one day intensive course will cover all aspects of the Matwork series. Therefore if you are looking to improve your teaching style, refresh your knowledge of Matwork exercises or have specific areas of development you will not fail to find this course of benefit to you.

Matwork Level 1 is a pre-requisite for this course.

*** Please Note** This is a selection of APPI's most popular hosted workshops. Should you wish to host a course which is not shown in this document please contact the APPI head office team on 0845 370 2774 who will be delighted to help you.



Hosting a course:

How do I book an APPI course?

To enquire about hosting a course or to book a course please call the APPI Head Office Team on +44 (0)845 370 2774. To book a course date the APPI team will then send, via email, a booking form which you will need to fill in and return, together with a signed copy of the terms and conditions.

How will APPI help me with my organising?

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

- A sample A4 poster that you can circulate to advertise your course
- The opportunity to advertise your course dates and venue within the large APPI feature advertisement in the CSP Frontline journal (fee of £40 per insertion).
- A sample confirmation letter that you can use as a template to send to course attendees
- A copy of the APPI training log book and recommended reading list to forward on to course attendees

The APPI team will be in regular contact throughout the hosting period to check on course numbers and help answer any questions which you may have. Then, 1-2 weeks prior to the course, the APPI team will send a package containing the course manuals, materials and products through to you.

What provisions do I need to host a course?

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

- A gymnasium or conference room to cater for up to 20 participants (smaller groups can be negotiated).
- PowerPoint facilities for the lecture (laptop & data projector required)
- Two plinths
- One exercise mat for each participant (+ 2 spare)
- A towel or head pad for each participant
- A Model of the spine and pelvis
- A chair for each participant
- A CD player & music CD, or ipod & docking station to be used in pilates class
- 4 x 65cm Swiss balls
- 4 x lower limb strength therabands (purple).

Additional course specific equipment

Rehabilitation Matwork Level 2 - Class Instructor

- 90cm full diameter foam rollers (four)
- Ova balls (four).
- Participants should also be advised to bring their Matwork Level 1 manual to this course.

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Rehabilitation Matwork Level 3 Intermediate/Advanced

- Spikey balls (one per participant)
- Participants should also be advised to bring their Matwork Level 1 manual to this course.

Pilates and the Ball

- One 65cm Swiss ball (per participant).
- 55cm and 42.5 cm Swiss balls (ideally four to five).

Pilates and Theraband

- One lower limb theraband (purple), approx 1 metre length per participant, ideally with handles attached
- One upper limb theraband (pink), approx 1 metre length per participant, ideally with handles attached

Ante & Post Natal Pilates

- One piece of upper limb strength theraband (pink) per participant
- One 90cm foam roller (per pair of participants)
- One 65cm Swiss ball (per pair of participants)
- One pair of spikey balls (per pair of participants)
- One lower limb strength theraband (purple) between two participants
- Two triangular support cushions or a pilates barrel

Small Equipment

- One Magic Circle (per participant)
- One Foam roller (per participant)
- One sticky mat (per participant)
- One upper limb strength (pink) and one lower limb strength (purple) theraband (per participant)
- One ova ball is required (per pair of participants)
- 6 half diameter 60cm foam rollers

How do I promote the course?

The APPI Group of Companies prides itself on its customer service. It is very important to us that when you host a course all potential course participants receive this same level of service. By hosting this course you are taking on the responsibility of the image of APPI as one of its training centres. We would like to work with you and help this to be achieved in every part of event organising.

- Call all surrounding hospitals and request to speak with the superintendent of the Physiotherapy department to inform them of the upcoming workshop.
- Send an A4 poster for the department to display in the staff office.
- Decide if you would like to advertise in the APPI Frontline advert at the beginning of month. This is usually done 3 months prior to the start of the course. There is a fee of £40 per insertion.
- 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 and a way 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 organising period.
- Make sure you have a copy of the course confirmation letter, recommended reading list and log book (sent to you on confirmation of your course booking) and have this ready to be sent.
- Ensure all cheques are made payable to the **HOST AND NOT TO APPI**.
- When cheques are received ensure that a confirmation letter is sent to the course participant within 24 hours. Include in this a receipt of payment (a receipt template is available from APPI Head Office if required).

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

Once a course attendee has booked and paid for the course (or paid a deposit), they are to be sent a receipt for their payment together with a confirmation letter including a map and directions to the venue. In addition, you will send all participants a logbook and a copy of the recommended reading list of nine research articles that form essential reading to prepare for APPI courses. If you are hosting a Matwork three - Intermediate/Advanced course, exam information will be included in the confirmation letter. We also recommend that course attendees purchase the APPI 'Pilates for LBP' DVD. This DVD allows participants to experience the APPI teaching style prior to attending the course. This can be purchased from the APPI website www.appihealthgroup.com or by contacting the APPI head office team directly 0845 370 2774.

How do I set up our venue for the course?

- Please ensure that on the day/evening prior to the course that the area assigned for the course is cleared of all plinths **except 2**, gym equipment, walking rails, electrotherapy machines, or any other equipment to leave a large, open, uncluttered space.
- For all 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 in this space per participant.
- Place a towel on each mat ready to be used as a head support.
- For 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 the days of the courses?

In response to requests from course attendees, APPI does make products available for the APPI presenters to sell on courses. A product pack (in a large box) will be sent to your venue along with the course manuals the week of your course, if held outside of the UK it will arrive one week before. Please leave this box aside for the presenters who will assemble a product display when they arrive on Saturday morning. APPI presenters are responsible for selling the products. After the course, all products must be returned to the product pack along with extra manuals and files for the course. The APPI head office team will arrange for this pack to be picked up by Courier Systems on the Monday immediately following the course. The APPI Presenter will secure the contents inside the box and leave the consignment note on the box in the designated area. It is important that the APPI head office team receives this package as soon as possible after the course therefore, please kindly contact the APPI head office to let us know if Courier Systems do not arrive to pick it up.

The box will be collected from the venue address on the Monday morning. It is important that if the host of the course is not available at the time of collection that someone who is there is aware of the box's location. Any charges incurred for having to arrange a second collection will be passed on to the course host

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Terms and conditions:

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

Course Fee:

Two-day Matwork courses (re any of the Rehabilitation Pilates Matwork Series). The course cost to you is £210.00 (inclusive of VAT) per participant. This represents a discount of £40 per participant compared to our standard course fee of £250. In addition to this, for all 2-day courses you receive 2 free places, **if participant numbers are above 14**. As the maximum attendance is 20, you are able to make a saving of up to £800 if you fill a course with 20 people. Above the £210 per participant fee to APPI, it is your discretion to charge the participant between £210 and £250. Therefore any profit made is yours to use.

Two-day large equipment (Reformer, Cadillac, Chair and Barrels) courses:

The course cost to you is £420 (inclusive) per participant. This represents a discount of £40 per participant compared to our standard course fee of £460. In addition to this, you receive one free place for one of your staff to attend the course. The maximum number of participants is 10 and the minimum is 6.

One-day and Two-day CPD courses:

For two day CPD courses (Ante & Post Natal, Reformer on the Mat and Advanced Matwork) the cost of the course to you is £240 (inclusive). This represents a discount of £40 on the standard course fee of £280 per person. One-day seminars cost £125 per participant compared to our standard course fee of £145. This represents a discount of £40 per participant for each two day course and £20 per participant each one day course. Free training spaces are as per the Matwork courses.

*Please note all prices quoted are inclusive of VAT unless otherwise stated.

Administration:

In this package, all of the administration of advertising, course fees and bookings are left up to you. APPI has a standardised payment protocol, which states that this **payment will be received by the APPI Head Office Team no later than seven days after the course dates**. Therefore, all payment information required by your trusts finance department must be forwarded to the APPI with respect to this due date to ensure payment no later than seven days after the course being conducted. **Please note that if 7 days after the course the full payment has not been received, interest of 10% will be added weekly to the total owed.**

Many hosts advertise their courses under APPI in Frontline magazine. The cost to do so is £40 plus VAT per advertisement.

Travel & Accommodation for Presenter:

All travel costs and accommodation will be charged to the host and will be allocated on the invoice. APPI will book the travel and accommodation so that you don't have to do any administration with regards to this, we will also provide the receipts of all bookings for your files. Please note that if you cancel a course and we have already booked the travel and accommodation, we will try and cancel them but if there are cancellation fees or non refundable tickets you **WILL** still be liable to pay for this. To benefit from early bookings and cheaper fees we would recommend you book early and also keep us updated with your numbers. We will send one presenter for all courses of up to 20 participants.

Travel normally includes a return saver ticket to and from the course and we also offer that if the presenter wishes he/she can drive and this will be charged at a fee of 42 pence per mile.

Accommodation:

We normally book a double room for two nights in a Premier Travel Inn, Travel lodge or Express Inn, prices normally range from £50-£200, depending on time of year, availability, location and advance bookings. Please note before any booking are made our Event Manager will contact you and let you know the difference in prices that are on offer and will let you make the final decision. Please note that if APPI are unable to get hold of you we would have to make an executive decision and book the above without consultation first.

APPI Membership benefits:

The course applicant may be an APPI member. All APPI members are entitled to a 10% discount on courses (excepting large equipment courses). Please advise the APPI team of any applicable APPI member discounts so that we can adjust your course invoice accordingly.

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Course Requirements:

Please read the enclosed APPI course brochure thoroughly to ensure that you have all the equipment required for the course which you are hosting. Please also ensure that you are familiar with the relevant pre-requisites for all of our courses.

Deposits:

Potential course attendees can pay a deposit for the course rather than the full fee at your discretion. We advise that a £100 deposit should be made to confirm their place on the course then full payment should be made two weeks prior to the scheduled course.

Numbers of Attendees:

Maximum attendance for the one and two day workshops is **20** (depending on the size of your venue). There will be one APPI lecturer to present the course and we request that the host, or a representative is available to support as required. For Equipment courses the number of attendees will depend upon the amount of equipment up to a maximum of 20.

Minimum attendance for the one and two day workshops is 10. Course numbers are to be finalised 1 month prior to the course.

Participant lists:

The APPI team requires a full list of participants including telephone numbers and email addresses sent via email 3 weeks prior to the course taking place. Any participants in receipt of membership discount should be clearly marked on this form.

Refreshments:

The APPI does not provide lunch. The APPI will expect the venue to provide a small tea, coffee and morning/afternoon tea service (biscuits etc.) Typically participants are advised that they may bring their own lunch or purchase this from the hospital cafeteria or local café if possible.

Cancellation Policy:

APPI Education Ltd reserves the right to change or cancel course dates up to 7 days prior to selected dates. All decisions regarding change or cancellation of selected course dates are to be made by the APPI head office team. **If cancelled by the hosting venue** after 3 weeks prior to course start a cancellation fee of £200 plus VAT applies.

Payment for your course:

The APPI team will contact you in the 2 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 14 days of the invoice being sent. Failure to pay by 7 days after the course date will incur a weekly interest fee of 10% of the value of your invoice.

Course box:

It is the hosts responsibility to ensure that the box is easily located for collection on the Monday following the course. Any fees incurred from having to re-book couriers due to the box not being available will be passed on to the course host.