

Tai Chi for Arthritis and Fall Prevention Instructor Certification Training Statement of Understanding Agreement New York State Older Adult Falls Prevention Program

Thank you for your interest in becoming an instructor with the New York State Older Adult Falls Program. This invite-only instructor training is for those who are committed to helping older adults prevent falls and stay independent.

Please review the following expectations:

- **I will complete the entire training.**
- **I am certified in Adult CPR. If not, I will certify before I teach my first class (or within three months of the training).** The Tai Chi for Health Institute (certifying organization) requires adult CPR certification of all instructors. **Send a copy of your CPR card – both sides – to your Master Trainer before you start teaching.**
- **Before the training, I will work through all the video lessons and practice ALL the movements, as well as review the instructor handbook (minimum 2-4 hours/week for ~10 weeks).** Start learning the movements as soon as you can. Strive to learn the general movement rather than perfecting it. Do your best. Inform your supervisor about the necessary time for practice (if applicable). The first lesson is available at: [youtube.com/watch?v=tAOuEpa0lj4](https://www.youtube.com/watch?v=tAOuEpa0lj4)
- **I will teach my first Tai Chi for Arthritis and Fall Prevention class within 6 months of my certification.** My organization and supervisor will help me get my class started. This includes securing a place to teach classes, getting older adults to attend, and collecting evaluation forms.
- **I will teach each Tai Chi for Arthritis and Fall Prevention program for at least 16 sessions. Either twice a week for 8-12 weeks, or once/week for 16-24 weeks.**
- **For every class series I teach, I will send the required evaluation forms in a timely manner.** The funder (Administration for Community Living) requires this information to improve programs and measure success.

Implementation Details

Review information from the Tai Chi for Health Institute: taichiforhealthinstitute.org

Certification

After your registration for this training, you will be sent a link to get access to the STAGE I Online Workshop course which can be used for 6 months (180 days) and includes:

- Online Tai Chi Lessons subscription to Tai Chi for Arthritis/Tai Chi for Arthritis for Falls Prevention (normally priced at USD\$19.95 for two months)
- 14 instructional video clips by Dr Lam to guide you through every part
- 6 webinars by Dr Lam covering the topics and beyond (normally priced at US\$15 each for 30 days)
- References
- Online Quizzes – Do them as many times as you like to refine your knowledge base
- Guides to the Stage 2 virtual workshop

For Stage 2 workshop, you must successfully complete Stage I. Stage I can take a person anywhere from 10-15 to 40-50 hours depending on your experience. After completing Stage I, you will do a recording (on Zoom or an MP4) of your attempt at the Tai Chi for Arthritis and Fall Prevention routine and forward it to the Master Trainer. This recording and the system-generated Certificate of Completion of Stage I are your "tickets" to the Stage 2 training.

The Stage 2 workshop is personal. The Master Trainer will work with you to answer your questions about the program and tai chi routine, help you refine your tai chi movements, and help to ensure you can teach the program safely and effectively using the Stepwise Progressive Teaching Method. There will be discussions, practice sessions, sharing skill and knowledge, Question and Answer portions, and most importantly, personal attention. The Master Trainer will give you feedback on what you did well and how you can improve your tai chi and teaching skills, connect you to the Tai Chi for Health Institute, fellow instructors, Senior Trainers and offer continual support.

Practice

You are welcome to join the free Stony Brook Zoom classes to learn/practice prior to certification. You are also welcome to join these classes after your certification to practice your teaching with another experienced instructor. Zoom workshops are offered every 2-3 months through the website: trauma.stonybrookmedicine.edu/falls_programs

Paperwork/Data

As part of the grant requirements, each instructor needs to collect data on each workshop. This includes participant attendance and pre/post surveys. Once you complete a workshop, you should send your data to FallsFree@stonybrookmedicine.edu or your Regional Coordinator.

Other Considerations

You need to be CPR certified prior to teaching your first class. You should also consider liability insurance as any fitness instructor would. You may already be covered from your employer based on your job title.

Fidelity

Each workshop should consist of at least 20 one-hour classes, usually twice/week for 8-12 weeks.* You need to learn the movements, but you are not expected to be a tai chi expert to teach. You are expected to teach following Dr. Lam's Stepwise Progressive Teaching Method that you will learn from his book and in the certification. Essentially, you will learn a stepwise method to teach the moves (show, teach, do). You will also learn how to safely deliver the program. This teaching style is what makes the program so successful. There are no requirements on class size, but general recommendations will be discussed during your certification. You only need one instructor to teach a class. If you have a large class or virtual class, you may need to consider additional support.

**A "completer" is a person who attends ≥ 11 classes. "Completers" are important to anyone who keeps stats about the Tai Chi for Arthritis and Fall Prevention program - particularly if you have any Administration for Community Living/National Council on Aging funding.*

Costs

The New York State Department of Health's Older Adult Falls Prevention Program will cover the cost of your certification. This funding does not cover liability insurance coverage and/or pay instructors for teaching workshops. There is no restriction on whether you, as an instructor, choose to charge participants to take the class. There are no restrictions or requirements on how/if you find any payments and/or reimbursements for teaching workshops. This could mean you charge participants, charge the host location, offer workshops free as community service, or secure time from your employer to offer the workshops during your work time. This is completely up to you to decide (with your employer, if applicable).

Please sign below.

Print Name of Prospective Instructor

Date

Signature