

Accreditation Application Checklist

Business Name: _____

Name of lifestyle modification program to be assessed:

By ticking the check box, you indicate that you have ensured the following:

Facilitator Form

- Each facilitator who will deliver the program has completed the Facilitator Application Form.

- Each facilitator has submitted the following supporting documents with their completed Facilitator Application form.
 - Evidence of qualification and any relevant professional accreditation.
 - Current first aid certificate (unless Question 4 has been answered)

Business and Financial Information Form

- Financial Information Form is complete.
- Evidence of adequate public and professional liability is attached.

Lifestyle Modification Program Application Form

- Lifestyle Modification Application Form is complete
- The content of the Lifestyle Modification Program contains the general and specific content outlined in the Standards.
- The following supporting documents have been submitted with the application:
 - Participant manual and any other resources that will be used during delivery of the lifestyle modification program.
 - Resources developed for participants to use in self monitoring and recording progress.
 - Example of letter to be sent to the participants' general practitioner upon completion of the program.

Note: Any information that has been translated into other languages for use with culturally and linguistically diverse groups must also be provided in English.

Site Details Form

- Site Detail Forms are completed for each venue that will be used to deliver a lifestyle modification program.