



Guidelines for the video recording that accompanies an application for Biokinetics practice Accreditation

This document is intended to be a helpful guide when submitting the video recording of the biokinetics premises that **must** accompany your application to the PPB Committee for the accreditation of your practice.

The main purpose of the video recording is to provide visual evidence of the items that you have listed in your 206B application document, in particular the mandatory items.

The secondary purpose of the video recording is to see that the biokinetics practice has an overall “professional” look regarding layout, access, lighting, evacuation plan, etc.

Please note that the video recording replaces the physical visit that a member of the PPB Committee would ordinarily undertake to verify the accreditation checklist. Therefore, it needs to be sufficiently informative for the PPB Committee to make an informed decision about your application. So, when making the video recording, please consider the following recommendations:

1. When recording the biokinetics equipment in your practice, use your mobile phone video function for the recording, as it is usually sufficient. There is no need to film the video using professional video equipment.
2. Please record your video in such a way that ALL the elements of your practice, including all mandatory equipment, are clearly shown.
 - a) You can do the recording as a “walk through” video of your practice, with a voice-over recording.
 - b) Please start the recording showing the outside or face of your practice to show the general environment of your practice.

- The entrance to the biokinetics practice must be clearly shown as separate from any other public entrances, especially in the case of multipurpose facilities, such as Virgin Active (VA) gyms.
- c) It is not necessary to show the faces of any staff or patients/clients in the video recording.
3. Before submitting the video, please edit the recording, for example, by taking out unnecessary pauses in the recording, if present.
 4. Please record your video in LANDSCAPE view rather than portrait.
 5. Please use the 480p (standard definition) when recording, if possible.
 - a) Use of higher resolution just makes upload times longer.
 - b) Try to keep the video only if is necessary, by recording the elements and mandatory equipment as indicated in Form 206B.
 - c) Please feel free to contact the PPB Committee should you need any further assistance.