



Australian Breathwork Association

Continuing Professional Education

www.australianbreathworkassociation.org

Change Record

Revision	Date	Change
NA	2012	Issue previous to 2016
NA	31 January 2018	Updated with cover page and minor typos as part of exercise to standardize the look of all ABA documents
A	11/6/18	Formatted and numbered as part of standardising all ABA documents Cover sheet added, formatted to standard. No content changes made except removal of vision and mission to a separate document
B	29/7/18	Review by Green Book Subcommittee. Divide into Policy, Procedure and Forms, no policy changes, wording changed for clarity
C	6/8/18	Continue review by Green Book Subcommittee, no policy changes, wording changed for clarity
D	8/8/18	Recommended for Issue and Ratification by ABA Committee
1.0	29/8/18	Ratified and Issued

Related Documents

Version	Description
Current	Australian Breathwork Association Constitution

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POLICY

The ABA has a strong commitment to Continuing Professional Education (CPE) for its members. This CPE policy is to ensure that all ABA members update their Breathwork skills and knowledge on a regular basis.

1. What is CPE?

The chief role of CPE is to bridge the gap between:

- the skills and knowledge gained as a student,
- the skills and knowledge actually required in consultancy and practice, and
- the new skills and knowledge that are part of the professional development of a Breathwork professional.

A CPE program is now regarded as an integral part of professional life.

2. Development of the Breathwork Professional's personal CPE program

The principle of personal professional responsibility underpins the design of individual learning programs, and broad latitude is given to members in selecting activities that they consider most beneficial to them.

2.1 Activities attracting CPE points

Activities which qualify for accumulation of CPE points may fall into one or more of the following categories:

- Participation in Breathwork Meetings, Conferences and Events
- Participation in Further Formal (Certificated) Study
- Professional Reading
- Professional Publication and Authoring
- Membership of Professional Associations
- Participation in Personal and Spiritual Development Programs
- Undertaking Professional Promotional Activity
- Acquisition of Skills and Knowledge Complementary to Breathwork

A list of activities for CPE points and the method of recording proof of attendance follows. (See FORMS: Recommended Points for CPE Activities).

Should a member believe that an activity that they have undertaken could validly be considered as CPE, then they are able to make an application to the ABA committee stating their reasons and indicating CPE points they believe the activity is worth.

Within the list is reference to 'other Breathwork related activities'. This is defined as "those activities that can be incorporated in a Breathwork consultation and/or those which directly support and enhance the skills of a practising Breathwork professional".

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2.2 Guide to selection of CPE activities

CPE is applicable to:

- the Breathwork discipline as well as to other practices and modalities that are relevant to client consultancy and practice;
- CPE is applicable also to other practices and activities associated with managing a small business, which may include, but is not limited to, information technology, computer skill updates, bookkeeping, advertising, marketing;
- Seminars, workshops and conferences that qualify for CPE points are of high standard and encompass both broad based topics as well as topics specific to Breathwork;

Continuing education is relevant to the learning needs of all professional members, taking into account different individual learning styles and needs;

3. Number of CPE Points Required

Professional members must accumulate 40 CPE points over 2 consecutive years. One hour of activity equates with one CPE point.

A maximum of 8 CPE points over 2 consecutive years can be accumulated from non-breathwork related education, for example Numbers 13, 14, 24 and 27 combined.

PROCEDURE

4. CPE Record Keeping

The onus of record keeping is the responsibility of each Professional Member.

Professional members are required to record their activities on the CPE Record Form, which can be downloaded from the ABA Website, or obtained from the membership officer.

Membership renewal includes a declaration of having completed CPE requirements.

The CPE Record is to be filed in a safe place. The record must be produced on request from the ABA.

This self-responsibility approach adopted for CPE Record keeping is in accord with the assumed integrity of the Breathwork Professional.

FORMS

RECOMMENDED POINTS FOR CPE ACTIVITIES

Participation in Breathwork Meetings/Conferences/Events

No:	Activity	Points	Evidence & Date of Attendance
1	ABA association meeting, or other professional Breathwork related association meeting	1 point per hour of attendance	Signed attendance form or CPE Record
2	ABA or other professional Breathwork related gatherings, for example breathing circles	1 point per hour of attendance	Signed attendance form or CPE Record
3	Breathwork or other Breathwork related event for professional development	1 point per hour of attendance	Signed attendance form or CPE Record
4	National Breathwork Conference or gathering	1 point per hour of attendance	Signed attendance form or CPE Record
5	International Breathwork Conference	1 point per hour of attendance	Signed attendance form or CPE Record
6	Local/regional group of practitioners to enhance consultancy and practice competence	1 point per hour of attendance	Proof of attendance or CPE Record
7	Breathwork internet group	1 point per 5 contributions	CPE Record
8	Breathwork research group	1 point per hour of attendance	Proof of attendance or CPE Record
9	Professional conference calls	1 point per hour	Signed CPE Record

Participation in Further Formal (Certificated) Study

No:	Activity	Points	Evidence & Date of Attendance
10	Breathwork Endorsed Courses (not counting courses done to attain current practitioner level)	Points equivalent to number of hours of course	Signed Certificate or CPE Record
11	Other professional Breathwork Training Courses	1 point per hour of attendance	Signed Certificate or CPE Record
12	Breathwork Training days	1 point per hour of attendance	Proof of attendance or signed CPE Record
13	Other Breathwork related modalities CPE requirements	Point for point	Copy of signed CPE Record

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14	First Aid course update	1 point per hour of attendance	Proof of Attainment
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Professional Reading

No:	Activity	Points	Evidence & Date of Attendance
15	Reading Breathwork professional books and journal articles	2 points per book 1 point per journal article	Signed CPE Record
16	Paid subscription to a journal relating to professional Breathwork practice	2 points per subscription	Proof of subscription

Professional Publication/Authoring

No:	Activity	Points	Evidence & Date of Attendance
17	Publication of article in peer reviewed magazine/newspaper	3 points	Copy of article and signed CPE record if appropriate
18	Author or joint author of published book relating Breathwork	40 points	Copy of Book
19	Author or joint author of new Breathwork Endorsed course	Points equivalent to number of hours of course	Proof of course approval
20	Presentation in Breathwork research group	3 points per presentation hour	Proof of presentation
21	Presentation Seminar at National Breathwork Conference	3 points per presentation hour	Proof of presentation and signed attendance form or CPE Record
22	Presentation Seminar at an International Breathwork Conference	5 points per presentation hour	Proof of presentation and signed attendance form or CPE Record

Membership of Professional Associations

No:	Activity	Points	Evidence & Date of Attendance
23	ABA or other professional Breathwork related association	5 points per each association membership	Proof of Membership

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Participation in Personal or Spiritual Development Programs

No:	Activity	Points	Evidence & Date of Attendance
24	Personal or spiritual development consultation, event, course or program	1 point per hour of attendance	Signed attendance form or CPE Record
25	Private Breathwork consultation, course or workshop	1 point per hour of attendance	Signed attendance form or CPE Record

Undertaking Professional Promotional Activity

No:	Activity	Points	Evidence & Date of Attendance
26	Breathwork or other Breathwork related promotional activity enhancing business as a professional	1 point per hour of attendance	Signed attendance form or CPE Record

Acquisition of Skills and Knowledge Complementary to Breathwork

No:	Activity	Points	Evidence & Date of Attendance
27	Volunteer work in complementary healthcare work for a community-based agency/project	1 point per hour of attendance	Written evidence of participation from organisation and signed CPE Record
28	Courses in professional practice or business management for the enhancement of the Breathwork practice	1 point per hour of attendance	Proof of completion

**CONTINUING PROFESSIONAL EDUCATION
RECORD FORM**



Australian Breathwork Association
Incorporated NSW

**CONTINUING PROFESSIONAL EDUCATION
RECORD FORM**

Fulfilment of the ABA Continuing Professional Education criteria requires annual participation, and 40 credit points need to be accumulated over 2 consecutive years.

Keep this record sheet in a safe place. When requested by the ABA to verify your CPE, send a copy of the record below (not the original).

Date Completed	Item Number & Brief Description		Credit Points	Signature	Name/Qualification (Please Print)
e.g. 25/02/18	e.g. 1	e.g. ABA Quarterly Committee Meeting Zoom 3 hours	e.g. 3		e.g. Cindy Aulby (President – ABA)