

## Case Study Guidance Notes

### Scientific Support Accreditation

Applicants should follow a systematic approach in submitting their documentation

1. Complete application form and include cheque
2. Provide copies of degree certificates
3. List all conferences and workshops attended and any presentations given. These can include non BASES conferences and workshops
4. List all publications in professional journals (a strong record may compensate for lack of a higher degree)
5. List all material published in scientific texts (chapters etc).

Criteria 3, 4 and 5 will provide the committee with evidence of the applicant's ability to disseminate their sport and exercise science knowledge.

6. Portfolio of support work should be submitted in this order. This is rather a perspective approach but it should provide the reviewer with some guidance.
  - a. Provide an overview of the support work that is delivered to a variety of clients (approx 2 pages of A4)
  - b. Choose one example from your portfolio of support work
  - c. Describe the process of client need analysis
  - d. Provide an aim to your support case study
  - e. Based on your client needs, provide an intervention strategy
  - f. Provide a methodology with rationale which demonstrates sufficient scientific underpinning for the interventions (should be supported by current papers and literature)
  - g. Provide comprehensive scientific data (quantitative and/or qualitative) obtained through the interventions
  - h. Provide an evaluation of your intervention
  - i. Transpose the data into a clear understandable manner so that your client knows why the interventions were done and how the results were done and how the results can be of benefit to them
  - j. Provide recommendations for a long term plan of action based on your evaluations
  - k. Provide a letter of support from a client (not necessarily the case study client because of the confidentiality issue)

Application will be assessed primarily on 3 main criteria

- Intellectual content of work
- Scientific rigour (some case studies tend to be too descriptive and lack scientific content)
- Ability to transpose scientific data into a clear and understandable manner your client (some case studies do not provide an evaluation and therefore fail to demonstrate the ability to transpose scientific data).

Scientific support re-accreditation will require the applicant to show he/she has had continued active involvement in the delivery of scientific support services (during the time that they were accredited). This will require fulfilling criteria 3, 4 and 5. A new case study (5) needs to be submitted that follows the above criteria. The case study must show up to date techniques which should be referenced.