



The British Association of Sport and Exercise Sciences

High Performance Sport Accreditation (HPSA) Re-Accreditation Guidelines

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1. Definitions

High Performance Sport Accreditation (HPSA): BASES High Performance Sport Accreditation (HPSA) is a specialist route to BASES accreditation for those individuals providing sport science services to high performance sport programmes

Re-Accreditation: Re-accreditation is required every five years. Members who have held BASES HPSA within the past 3 years are eligible to regain accredited status by applying through the re-accreditation process. The application should cover the previous 5 years of work up to the submission point. If BASES HPSA has lapsed for longer than 3 years the applicant will normally be required to submit a full HPSA application. Exceptional circumstances to the 3 year period will be considered on a case-by-case basis. A successful re-accreditation application allows members to continue using the title BASES High Performance Sport Accredited Scientist.

Chartered Scientist (CSci): CSci represents a single chartered mark for all scientists, recognising high levels of professionalism and competence in science. This is awarded by the Science Council. Chartered Scientist status is aligned to accreditation and accredited and HPSA members are eligible to hold Chartered Scientist status. To remain a Chartered Scientist, a member must maintain their BASES (re-)accredited status. CSci lasts for 1 year. Successful applicants are entitled to call themselves a Chartered Scientist and use CSci after their name.

Delivery: Delivery is the practical aspect of the work you carry out, whether applied, research based or pedagogy.

Continuing Professional Development (CPD): CPD is defined as undertaking a range of learning activities through which sport and exercise scientists maintain and develop throughout their career to ensure that they retain their capacity to practice safely, effectively and legally within their evolving scope of practice.

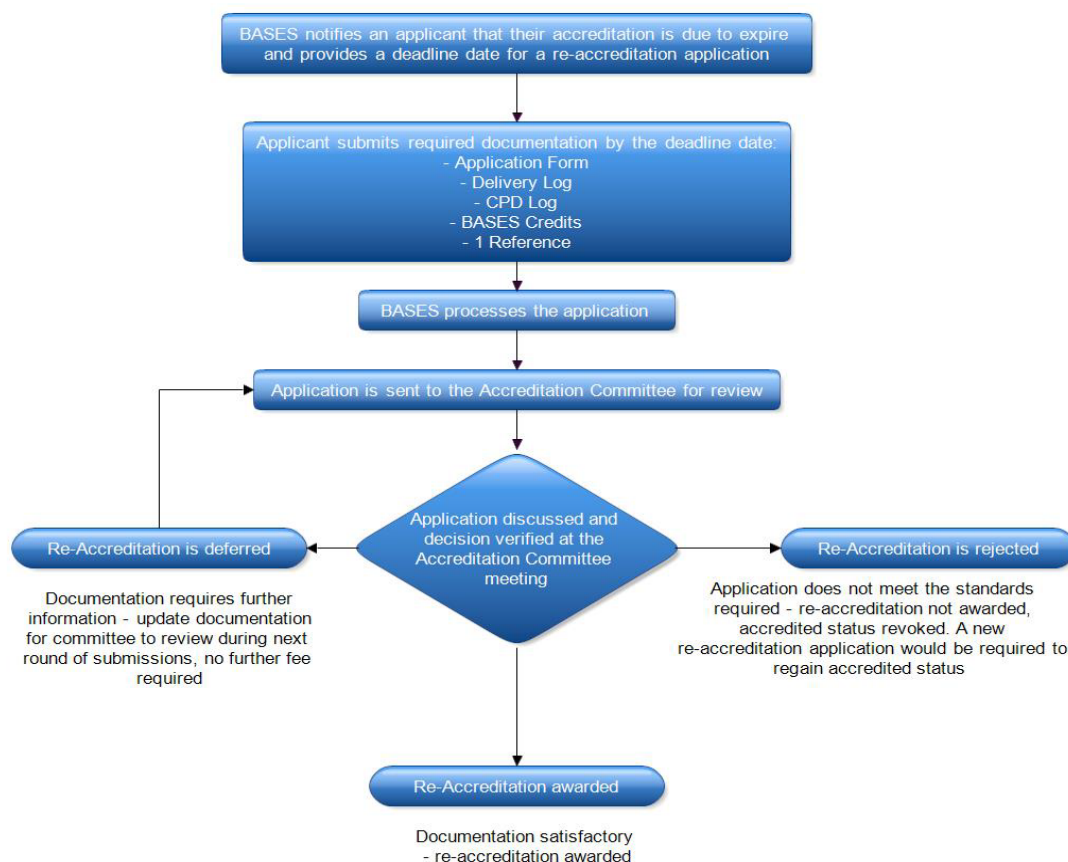
2. Why Apply for Re-Accreditation?

BASES High Performance Sport re-accreditation accepts that an individual has already demonstrated that they meet the knowledge, skills and understanding necessary to practice as a sport and exercise scientist at this level. However, individuals will only remain accredited and retain the right to use the title 'BASES High Performance Accredited' if they successfully re-accredit every five years.

Maintaining accredited status demonstrates to the sector, employers, clients and service users that an individual has consistently engaged in continuing professional development appropriate to his/her role and practice.

Re-accreditation allows for movement within a domain of expertise during an applicant's career without the need to reapply for HPSA. For example, this may include a progression in career that moves an accredited member from a direct support role to the management of support staff.

3. The Re-Accreditation Process



Re-Accreditation Criteria

The applicant must:

- Be a Professional member of BASES
- Have read the BASES Code of Conduct and agree to abide by it
- Demonstrate appropriate engagement in continuing professional development via:
 - 1. Delivery log:** Evidence of delivery carried out during the accredited period
 - At least 150 hours of delivery per year in the specialist area¹
 - 2. CPD log:** Evidence of at least 75 hours of relevant continuing professional development (CPD) and subsequent reflection² over the 5 year accredited period³
 - A variety of CPD should be demonstrated via the following:
 - Work-based learning (e.g. supervising staff/students, reflective practice)
 - Professional activity (e.g. involvement in a professional body, mentoring)
 - Formal/educational (e.g. writing articles/papers, further education)
 - Self-directed learning (e.g. reading journals, reviewing books/articles)
 - Other (e.g. voluntary work, public service)
 - 3. BASES credits:** Engaging with BASES⁴
 - UK-based applicants should demonstrate a minimum of 20 BASES credits and overseas applicants should demonstrate a minimum of 10 BASES credits (see page 5 for a list of how to achieve BASES credits) and 10 credits from equivalent activity with an overseas professional body.
 - Applicants should provide credits from at least 2 different activities during their accredited period
 - 4. One Reference:** One signed reference from a BASES Accredited member who is a Senior Peer/Mentor.

Please note a case study is not required.

¹ Re-accreditation allows for career progression and the potential to move from hands on practice to the supervision of practitioners, therefore delivery may be supervising or managing other sport and exercise scientists.

² Reflections on CPD should include examples of how CPD activity has contributed to the quality of professional practice and service delivery and how CPD activity has benefitted/impacted on the end users/client/beneficiaries of the applicant's work.

³ Career breaks will be taken into consideration.

⁴ Engagement activities are ways of interacting with the association and are not only focused on workshops and webinars. Please refer to page 5 for a full list of activities with associated credits.

Engaging with BASES - BASES CPD Credits

BASES credits can be claimed for:

BASES Committees and Advisory Groups (see <i>Structure and Terms of Reference</i> doc on the website) (within the 'BASES Governance Documents' section)	
Chair	10 credits per tenure
Member	5 credits per tenure
BASES Board	
Chair	25 credits per tenure
Director	15 credits per tenure
Reviewer	
BASES Accreditation Reviewer	10 credits per application
BASES Accreditation Reviewer – Appeal	5 credits
Supervised Experience Reviewer	10 credits per candidate (5 if a candidate does not complete)
High Performance Sport Accreditation Reviewer	10 credits per application
High Performance Sport Accreditation Reviewer – Appeal	5 credits
Lab accreditation reviewer	10 credits per application
BASES Postgraduate and Undergraduate Endorsement Schemes	10 credits per application
BASES Expert Statements	5 credits per application
BASES Conferences	
Combined Conference Organiser	20 credits
Conference Abstract Reviewer	5 credits per conference
Delegate	5 credits per day*
Invited Speaker/Presenter	10 credits per presentation*
Presenter Poster/free communication	3 credits per presentation <i>(If attending the conference this replaces the delegate credit allowance)</i>
Co-author of a presentation	2 credits
	<i>* If you are presenting at the conference, you can claim for attending and presenting</i>
BASES Division Events	
Presenter	10 credits
Delegate	5 credits
BASES Expert Statements	
Expert Statement Author	10 credits
BASES Endorsed Events	
Delegate	5 credits
Host/Organiser	5 credits
Presenter/Developer	10 credits
Endorsement Application Review (CPD Division Rep)	5 credits per application
BASES Heads of Department Forum	
Presenter	10 credits
Delegate	5 credits
The Sport and Exercise Scientist (TSES)	
Published article (as author)	5 credits
Published letter	2 credits
Book / App Reviewer	2 credits per review

Journal of Sport Sciences (JSS)	
Published Article	10 credits
Member of the Editorial Board	5 credits
BASES Lab Accreditation	
Lab director in an accredited Lab in an HEI	5 credits
BASES Postgraduate and Undergraduate Endorsement Schemes	
Lead on a successful application	5 credits
External Examiner for a programme	5 credits
BASES Sport and Exercise Psychology Accreditation Route (SEPAR)	
Entry workshop presenter	5 credits
Supervisor	5 credits per supervisee per year of supervising up to a maximum of 20 credits per supervisee
Reviewer	10 credits per completed candidate
SEPAR Continued Programme Development	5 – 10 credits
BASES Supervised Experience	
Entry workshop presenter	5 credits
Combined Supervisor/Reviewer workshop presenter	5 credits
Supervisor	5 credits per supervisee per year of supervising up to a maximum of 20 credits per supervisee
SE Forum member	5 credits
BASES Accreditation Partnership Scheme	
Supervisor	2 credits
BASES Webinar	
Presenter/Developer/Co-developer	10 credits each
Delegate	2 credits
BASES Workshop	
Presenter/Developer/Co-developer	10 credits
Delegate	5 credits
Presenter of a BASES External Endorsed event	10 credits
Delegate at a BASES External Endorsed event	See event details on BASES Website
BASES Supported Event	
Presenter/Developer/Co-developer	10 credits
Delegate	See event details on BASES Website
Other BASES Activities	
Author of a special project justification document	5 credits, once the Board has reviewed and approved the project
Member of a BASES project/task and finish group	5 credits
Author of a response prepared from BASES to an external consultation	Upon request with the BASES office
Network Representative	5 credits per year
Special Interest Group Chair/Convenor/	Upon request with the BASES office

Special Interest Group Steering Group member	Upon request with the BASES office
Attendance of a BASES networking session	2 credits
BASES Journal Club	2 credits for attendance. 3 credits to have work critiqued during the session and to help facilitate

Notes on BASES credits:

1. If you believe that you have contributed to a BASES activity that is not currently listed, please contact the BASES office via email at education@bases.org.uk
2. Please refer to the BASES events page to identify any external associated events showing the BASES CPD credits logo <http://www.bases.org.uk/Events>
3. Activities that gain BASES credits may also be used towards accumulating the CPD hours required e.g. attendance at a workshop (5 credits) may also count towards 6 hours of CPD.
4. If presenting at a conference, you cannot also claim credits for attending the conference on the same day.

Administration Points:

The application fee for HPSA re-accreditation is £105. Applications will be accepted up to one month before the deadline. Submission windows are **1st December to 6th January** and **1st June to 1st July**. Applications must be submitted via the [online submission form](#).

Chartered Scientist status lasts for 1 year and must be renewed annually via the [Chartered Scientist online application/renewal form](#).

4. Chartered Scientist Audit

For accredited members holding CSci status, the awarding body (the Science Council) require that you must be prepared to declare on an annual basis that you are completing CPD to the CSci standards and understand/be prepared that you may be asked to provide evidence for this.

BASES is required by the Science Council to randomly select a number of Chartered Scientists every year to audit their CPD.

Applicants must provide information covering the previous year of their CPD activities.

This process is a Science Council requirement and is separate from the BASES re-accreditation process. BASES has, however, strived to streamline these processes as closely as possible to assist members in the transfer of CPD information.

