



Application To Join

The

GTA Heart Wise Exercise Program Network

We the under signed enterprise wish to be assessed for acceptance into the
Heart Wise Exercise Program Network – Toronto

Name of the Business: _____

Name of Facility: _____

Owner of the Facility: _____

Address: _____

Contact Person: _____

Owner of the Business: _____

Telephone: _____

Email: _____

Please fax or email to the Cardiac Health Foundation of Canada
416-730-0421, info@cardiachealth.ca



Heart Wise Exercise Program Checklist

The Heart Wise Exercise initiative and the Network - Toronto is intended to integrate the cardiovascular and chronic conditions population into mainstream local programs. Maintaining the standard of a Heart Wise Exercise Program is an important factor in the success of this initiative. This checklist is intended to assist physical activity administrators to determine if their physical activity programs can be classified as a Heart Wise Exercise Program.

Heart Wise Exercise Program activities are intended primarily to help people adopt or maintain a physically active lifestyle. They include a spectrum of physical activity and sports programs to accommodate the various interests and physical abilities within the cardiovascular and chronic condition population. High intensity levels (i.e. anaerobic) will not be considered appropriate for Heart Wise Exercise Program designation. Please complete the following questions to determine if your activities meet these criteria.

Heart Wise Exercise Program Checklist		Are Criteria being met? Yes, No or n/a
Program Design:		
1	The program provides exercise options to help participants choose their appropriate level of intensity.	
2	If there is a competitive nature to the activity, does it enable participants to be exercising at an appropriate level?	
Instructor(s):		
3	Instructor(s) current in CPR?	
4	Encourages participants to do daily physical activity, including outside of the class setting.	
5	Teaches clients how to monitor themselves (i.e. intensity) using RPE and other methods.	
6	Incorporates a gradual and progressive warm up and a gradual cool down.	
7	Reads screening tools when available.	
8	Posts HWE class posters in all exercise settings.	
Safety:		
8	There is an emergency plan that is documented and known to all exercise leaders.	
9	Site has phone access to Emergency Medical Services.	
10	AED is available, accessible at all times during Heart Wise Exercise Program classes and staff are trained in its use.	
Administration:		
11	Screening tools are provided to the client before or on the first day of the program (for registered programs or memberships)	
12	Heart Wise promotional material will be posted at program/ facility.	
13	At least one member of the staff has attended a Heart Wise Exercise Program Workshop provided by a Program partner.	
14	Additional instructor training will be requested as required.	

Facility/ Program MRP: _____

Date: _____

Network Designate: _____

GTA HEART WISE EXERCISE PROGRAM NETWORK

Becoming a Partner in the GTA Heart Wise Exercise Network and using the Heart Wise Exercise logo and symbol. Terms and Conditions

I/we, _____ the undersigned, at the following
program / facility _____ agree to the
following terms and conditions for using the Heart Wise Exercise Logo 🖐️.

1. That the HWE logo only be applied to exercise programs that meet all 6 criteria and that have been approved by HWE Network.
2. That any marketing and promotion involving the HWE logo be approved by the HWE Network.
3. That any marketing and promotion involving the Heart Wise 🖐️ logo include the following information in its entirety.

Heart Wise Exercise programs are intended for participants who are interested or concerned about their health.

Heart Wise Exercise programs meet the following criteria:

1. Encourages regular, daily aerobic exercise.
2. Encourages and incorporates warm up, cool down and self-monitoring with all exercise sessions.
3. Allows participants to exercise at a safe level and offers options to modify intensity.
4. Includes participants with chronic health conditions – physician approval *may* be required.
5. Offers health screening for all participants.
6. Has a documented emergency plan that is known to all exercise leaders, including the requirement of current CPR certification, phone access to local paramedic services and presence of an AED.

These criteria could cover a variety of different levels and type of programs. Please read the program description provided to find the Heart Wise Exercise program most suitable for you. If you are unsure, please contact the program operator.

4. The program / facility will be required to renew their agreement annually. As part of this annual renewal process, a staff representative from each partner program / facility will be required to attend a 'renewal meeting' each year that will be offered by the GTA HWE Network or the Cardiac Health Foundation of Canada.

5. That, at minimum, one staff from the participating program / facility has attended the Heart Wise Exercise Train the Trainers workshop held by the RCC or in conjunction with the Cardiac Health Foundation. This is required before the application is approved.
6. That, at minimum, one person from the participating program / facility is identified to be a contact person for the RCC its community resource list.
7. That the stated program / facility agrees to participate in any evaluation procedures supporting HWE, including surveys or requests for feedback and recommendations.
8. To notify HWE Network if another facility/program is noted to be using the HWE logo without approval, or to promote programs that do not meet the criteria.
9. To provide and maintain during the term of the agreement – General Liability Insurance acceptable to the Heart Wise Exercise Network (a minimum of \$1,000,000.00 per occurrence).
10. That the program/facility acknowledges that the program/facility and UOHI and collaborative partners are each, respectively, liable for its own losses or expenses which it may suffer or sustain as a result of participation in the Heart Wise Exercise program.
11. That the above terms are specific to the current management/ownership of stated facility, and that the HWE Network be notified of any change in management/ownership. HWE Network maintains the right to require re-application for Heart Wise Exercise designation at the time of any new management.

Name: _____

Signature: _____

Date: _____

If the stated program / facility is accepted as a Heart Wise Exercise Partner, the facility may use the Heart Wise Exercise logo in any of its approved forms in advertising and promotional materials providing these materials have been approved by the Heart Wise Exercise Network or one of its representatives.



GTA Heart Wise Exercise Program Network

A collaborative Partnership with the Cardiac Health Foundation of Canada, Ontario Trillium Foundation, Toronto Rehabilitation Institute, Toronto Emergency Medical Services, YMCA's of GTA, The Mikey Network and the University of Ottawa Heart Institute

Terms of Reference

Background

The GTA Heart Wise Exercise Network, is a community-based partnership between the Cardiac Health Foundation of Canada (CHFC), the GTA cardiac rehab programs and community exercise facilities/programs. The CHFC and exercise facilities are working in collaboration to implement Heart Wise Exercise Programs in the GTA. HWEP is a model developed at the University of Ottawa Heart Institute to provide healthy and safe cardiovascular exercise for all.

Purpose

The role of the GTA NETWORK, is to provide feedback about NETWORK programs through on-going communication and direct involvement in program development. Promotion of long-term cardiovascular health in Toronto is a joint effort involving program developers, stakeholders, graduates of cardiac rehabilitation & secondary prevention, families and the public community. Therefore, the NETWORK is dedicated to enhancing the quality of programming specific to Heart Wise Exercise through direct collaboration. Additionally, the NETWORK provides a venue for continued discussion with program partners in the community. Finally, the NETWORK provides a system of communication that contributes to consumer-centred improvements that will continue to enhance the quality of life of individuals and families living with cardiovascular disease and other chronic health conditions.

Objectives

1. To develop avenues of effective two-way communication between program consumers; graduates of cardiac rehab programs, families and the general public community, and program providers; NETWORK developers, the CHFC, the University of Ottawa Heart Institute, HWEP partners, community exercise facilities and resource providers.
2. To provide a system for ongoing advice, ideas and opinions specific to individuals living with cardiovascular disease and other chronic health conditions and the NETWORK initiatives.
3. To implement a system for the review and approval of applications submitted by potential NETWORK partners in the community.
4. To provide a venue for on-going assessment of NETWORK programs/facilities in Toronto to ensure the HWE criteria are followed and implemented as required.

5. To provide a venue for on-going monitoring of the use of NETWORK promotional materials including; the NETWORK logo and symbol, NETWORK promotional brochure, and NETWORK information in exercise facilities, media, print and public environments to ensure appropriateness, accuracy and accountability.
6. To act as a forum for discussion and a measure of consumer satisfaction regarding the impact of NETWORK in service direction/delivery, program accessibility, and overall quality of life of individuals and families living with cardiovascular disease and other chronic health conditions in Toronto.

Membership

The GTA NETWORK will be comprised of program providers and community exercise and physical activity partners. The requests for community exercise partner membership are submitted by the program/facility/individual, to the NETWORK via email/fax/mail to the CHFC. One representative from each NETWORK registered program/ facility/individual, will represent their respective program/facility as a community exercise partner of the NETWORK.

Responsibilities

1. Members are expected to attend all meetings.
2. Members will respect the confidentiality of matters brought forward to the NETWORK.
3. Once accepted as a NETWORK partner, programs/facilities will be required to renew their agreement annually. As part of this annual renewal process, a staff representative from each partner program/facility will be required to attend a renewal meeting.
4. Members are expected to address any trouble shooting/complaints or adverse events that may arise with the implementation of this program. Issues will be documented by the recipient of the comment/complaint and addressed at the quarterly meetings of the NETWORK. Issues requiring immediate resolution will be dealt with by the recipient of the comment and the Director, Heart Wise Exercise Network, using best judgment, and will be reviewed at quarterly meetings.
5. Circumstances may occasionally create a conflict of interest. Individual members are responsible for declaring such conflicts.
6. Members are prepared to participate in open and honest discussion, in a constructive and respectful manner.

Accountability

The NETWORK operates in partnership with the CHFC and is accountable to, and reports to, the CHFC. The NETWORK will provide a report to the HWE Network – Ottawa, as part of the annual renewal meetings.

Schedule of Meetings

The NETWORK-Toronto will meet up to four times per year.