

Sport & Spinal Class Booking System - BookaMat

Thanks for your interest in our group classes. At Sport & Spinal Physiotherapy we understand that regular movement done in a safe and supportive environment is a key to unlocking your rehab and fitness potential. Our therapists are all highly trained and look forward to meeting you and helping you achieve your goals.

Bookamat is the booking platform we use for our group classes as this offers you the flexibility to change your class schedule to fit in with your busy lifestyle. We offer classes all year round with a short break mid year and at the end of the year. Here are some things you should know when booking classes with us:

- Once you purchase your pass you will need to ensure that you are booked into each session that you wish to attend. This allows you the flexibility to "miss" dates that you are unable to attend and book your own make-up classes within your pass range.
- The instructor listed on your booking for a class may not be the instructor of every class. Some classes will be shared on a rotational basis between instructors and sometimes your regular instructor may be on leave and unable to attend. We will make sure where we can that the class continues.
- Where a class has to be canceled for any reason you will be emailed with this change and provided a credit for the class back onto your account.
- If you would like to join a class and have not completed classes with us before, or are returning to classes after injury, please call us on 02 6262 4464 to book a pre-class assessment session with one of our physiotherapists. This allows us to be aware of any limitations that you may have and be able to formulate a program that is safe for you.
- If you have completed classes with us and would like to try reformer for the first time, or are returning to reformer after injury, please call us on 02 6262 4464 to book a reformer assessment with one of our physiotherapists.
- If you have trouble accessing our Bookamat system please contact us for assistance.

Getting Started:

1. Go to <u>www.sportandspinalphysio.com.au</u> and click on "Book Now" then "Book a Class". This will redirect you to the Bookamat portal.

From here you can create a log-in and view our class timetable to purchase your pass and start allocating your classes. Current clients do not need to complete the Pre-Attendance documents.

			Here are our classe	s for the next 7 days.				
	ALL CLASSES	~ ALL LO	CATIONS	✓ ALL TEACHE	RS	~		
DNDAY, 18 MAR 2024								
ctivity		Time	With	Where	Spaces			
rrength & Cond Equipment Physic	itioning therapy Clinical Exercise Class	17:20 - 18:05	Andy	Sport & Spinal Physio Gungahlin	2 Spaces Left!	Sign In / Register		
atter Back Equipment Physic	therapy Clinical Exercise Class	18:10 - 18:55	Bec	Sport & Spinal Physio Gungahlin	Space Available!	Sign In / Register		
JESDAY, 19 MAR	2024							
ctivity		Time	With	Where	Spaces			
LA:D Physiotherapy Exe	ercise & Education Class	11:20 - 12:20	Jake	Sport & Spinal Physio Gungahlin	4 Spaces Left!	Sign In / Register		
eformer Reformer Physiotl	herapy Clinical Exercise Class	12:30 - 13:15	Jim	Sport & Spinal Physio Gungahlin	3 Spaces Left!	Sign In / Register		
eformer Reformer Physiotl	herapy Clinical Exercise Class	17:30 - 18:15	Jim	Sport & Spinal Physio Gungahlin	Join Wait list!	Sign In / Register		

2. Your Account

a. New Booking

My Bookings			New Booking My Credits (13)	Wilkey Credits Wilky Cart
When	Activity	Attendee	With	Where
			Hi there! You have 0 scheduled bookings. Select the <u>New Booking</u> button to make a booking using your prepaid credits or buy more credits.	

b. View the weekly schedule and select class. View series for all classes in a series (same day and time each week)

Monday, 29 Janua	y .					
Better Back MEquipment Physiotherapy Clinical Exercise Class Wiew Series	12:00 - 12:45 1/10:+11:00(Australia, Sydney	Lachlan	Sport & Spinal Physio Gungahlin	N/A	8	Contine
Strength & Conditioning #Equipment Physiotherapy Clinical Energise Class N View Series	17:20 - 18:00 (UTC+11:00) Australia, Sydney	Andy	Sport & Spinal Physio Gungahlin	N/A	6	Continu
Better Back & Equipment Physiotherapy Clinical Evertise Class & View Series	18:10 - 18:55 (JTC+11:00) Australia, Sydney	Lachlan	Sport & Spinal Physio Gungahlin	N/A	8	Continn

c. Click confirm > and select your pass

	New booking
About:	Individualised Flexibility and Strength Physiotherapy Exercise Class with Physiotherapist instruction for rehabilitation and better back health. An initial assessment is
When:	12:00 - 12:45 / Mon, 29 January
Where:	Sport & Spinal Physiotherapy (Sport & Spinal Physio Gungahlin)
What:	Better Back A Equipment Physiotherapy Clinical Exercise Class
Level:	N/A
With:	Lachlan Powrie
Usage:	Matwork Strength & Conditioning
🖓 Choose a p	payment plan:
💿 Use Credit	t (12 Left)
O Buy Casa	ual Class Pass (\$44.00)
O Buy S CL	ass Pass (\$210.00)
O Buy 10 C	lass Pass (\$380.00)
0 Buy 20 C	laus Pans (\$720.00)

d. Pay for your pass

10 Class Pass	Where: Sport & Spinal Physio Gungahlin, Sport & Spinal Physiotherapy Activity: Better Back Valid For: 4 Months Commences: Mon, 29 January at 12:00 LUTC-11:00 Australia, Sydney	Your spot has been re- activity. If you don't want this s this booking now. Reschedulable up unti start time. Not refundable or excl	\$380 Options		
		> Total Due: \$380	Credit / Debit Card IOr	niinei 👻	Pay Now

e. Select the remainder of your classes and use your credits that you have purchased

3. You will receive an email confirmation of your booking

Notes:

- Classes need to be booked one at a time
- Credits purchased can be used interchangeably for Matwork, Strength & Conditioning, Strong Bones & Better Back classes
- Reformer credits can only be used for Reformer classes
- GLA:D program credits can only be used for GLA:D classes
- An email reminder is sent the day before your class is scheduled
- The cancellation or change of class cut-off is 4 hours prior to the commencement of the class. If you cancel or reschedule your class within this timeframe you will be issued a warning message and your credit for the class will be forfeited. If you wish to cancel or reschedule a class and keep your credit please do so before the 4hr cut-off.
- You can add yourself to a class up to 2 hours prior to the starting time. If you are wanting to join a class within the 2 hour timeframe, you can ring our admin team to book in.
- You can add yourself to a class that is full and go on a waiting list. If a spot becomes available, you will be notified and can accept or cancel the request. Please note that accepting a place on the waitlist will use a credit, this will be reimbursed if you do not get a spot in the class.
- All passes have an expiry. Once expired, any remaining credits will be discharged
- You can download your invoice for passes and an attendance report for claiming from your private health company

Claiming from private Health:

- 1. Click on my history
 - a. Click on attendance
 - b. Download attendance record

bookan	nat				C Admi	in Admin	🕽 Sign Out	
				My	Activities My Account	 My H 	istory 🕶	
Attendance History								
Date / Time	Where	Who	What	With	Booking Type	Amount	Attended	
April, 2024 (2)								
Thu, 4th 17:30 - 18:15	Sport & Spinal Physiotherapy	Myself	Matwork Item Code: 561 Matwork Physiotherapy Exercise Class	Sam Bayliss (6585571H)	10 Class Pass		Ν	
⊺hu, 4th 12:30 - 13:15	Sport & Spinal Physiotherapy	Myself	Matwork Item Code: 561 Matwork Physiotherapy Exercise Class	Sam Bayliss (6585571H)	10 Class Pass		N	
March, 2024 (2)							
Mon, 18th 12:00 - 12:45	Sport & Spinal Physiotherapy	Myself	Better Back Item Code: 561 Equipment Physiotherapy Clinical Exercise Class	Lachlan Powrie	DVA Class Pass (R)		Ν	
Sat, 16th 08:00 - 08:45	Sport & Spinal Physiotherapy	Myself	Reformer Item Code: 561 Reformer Physiotherapy Clinical Exercise Class	Sam Bayliss (6585571H)	DVA Class Pass		N	
January, 2024 (2)							
Mon, 29th 12:00 - 12:45	Sport & Spinal Physiotherapy	Myself	Better Back Item Code: 561 Equipment Physiotherapy Clinical Exercise Class	Lachlan Powrie	DVA Class Pass (R)		N	

2. Click on my history

a. Click on billing

b. Download account statement

bookamat

		My Activi	ties • My Account • My History •						
Billing History									
Qty Item	Description	Paid On	Amount Paid	Paid For With					
November, 2023 (5)				Account Statement					
1 Casual	Sport & Spinal Physiotherapy Mon, 13 November Better Back Admin Admin	Thu, 16 November	\$43.00	Cash					
1 10 S&C Pass	Sport & Spinal Physiotherapy Mon, 13 November Better Back Admin Admin	Tue, 7 November	\$360.00	Cash					
1 10 S&C Pass	Sport & Spinal Physiotherapy Date of First Activity Better Back Admin Admin	Tue, 7 November	\$360.00	Cash					
1 Casual	Sport & Spinal Physiotherapy Thu, 2 November Matwork Admin Admin	Tue, 7 November	\$43.00	Cash					
4 Canval	Const 0 Colord Division and	T	¢42.00	Carl					

C Admin Admin 🕞 Sign Out

3. Submit documents to private health