(Updated December 2022)

How does ANZSOM CPD contribute to my professional CPD requirements?

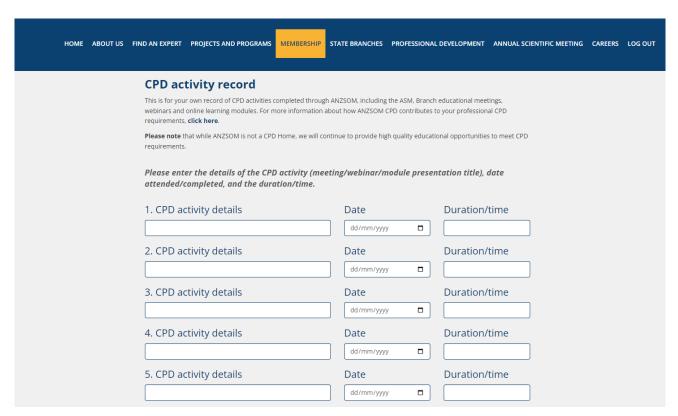


ANZSOM is committed to supporting the professional development of all its members. This will include supporting the new <u>Medical Board Continuing Professional Development (CPD) requirements</u> for all medical practitioners. While ANZSOM will not be a CPD Home, we will continue to provide high quality educational opportunities to meet the new requirements.

Professional development opportunities are provided through:

- <u>The Annual Scientific Meeting</u> ANZSOM's main annual conference renowned for its technical program and practice-oriented approach. The conference provides a mix of learning opportunities including workshops and industry site visits.
- <u>Branch educational meetings and webinars</u> These meetings/webinars are conducted in each state, offering regular opportunities for education and networking.
- <u>Journal Club</u> Mediated discussion groups aimed at critically appraising a journal article(s) while exploring the latest evidence in workplace health.
- Online learning presentations Learn anytime and anywhere with ANZSOM's robust online library
 of recorded presentations from past Annual Scientific Meetings, Branch meetings and webinars.

Completion of ANZSOM CPD activities can be recorded in members' Profile on the <u>ANZSOM website</u> (refer screenshot below).



While ANZSOM's continuing professional development activities are not usually formally accredited with the Royal Australian College of Nursing, Royal Australian College of General Practitioners or Royal Australasian College of Physicians (AFOEM), all attract CPD points.

Participation in ANZSOM Committees (ASM organising committee, CPD Committee, Nurse Strategy Group, etc) may also count towards CPD points. Refer to the individual professional body for more information.

Summary by professional body:

Nurses:

AHPRA requires that all nurses participate in at least 20 hours of continuing professional development per year to maintain their registration. One hour of active learning equals one hour of CPD. CPD must be directly relevant to the nurse's practice and the individual must keep written documentation that demonstrates evidence of completion. Nursing CPD activities do not need to be accredited by the Royal Australian College of Nursing to count towards the 20 hours, therefore participation in ANZSOM CPD may account for as many of the 20 required hours as an individual wishes.

For more details click here

Medical practitioners:

In line with the new Medical Board CPD requirements, all medical practitioners must complete a professional development plan and undertake at least 50 hours of professional development, based on the breakdown shown overleaf.

There are some additional requirements for medical practitioners, depending on which professional body you belong to. For example, general practitioners (RACGP) must also complete a Cardiopulmonary Resuscitation (CPR) course during each triennium. RACP/AFOEM Physicians are also required to undertake an annual conversation.

For more details click here

CPD for Nurses:

Nursing and Midwifery Board of Australia

The NMBA Registration Standard: Continuing Professional Development sets out the Nursing and Midwifery Board of Australia's (NMBA) minimum requirements for continuing professional development (CPD) for enrolled nurses, registered nurses and midwives

The Standards explain that:

- Nurses and midwives are expected to participate in at least 20 hours of CPD per year.
- One hour of active learning will equal one hour of CPD. It is the nurse or midwife's responsibility to calculate how many hours of active learning have taken place.
- The CPD must be relevant to the nurse or midwife's context of practice.
- Nurses and midwives must keep written documentation of CPD that demonstrates evidence of completion of a minimum of 20 hours of CPD per year.
- Participation in mandatory skills acquisition may be counted as CPD.

Copies of the registration standards, including those for CPD, are available for download from http://www.nursingmidwiferyboard.gov.au/Registration-Standards.aspx.

For further queries re your CPD please contact the AHPRA directly: Phone 1300 419 495, email via the <u>web</u> <u>enquiry form</u> on the website.

ANZSOM Competency Standards for Occupational Health Nurses

ANZSOM is committed to supporting OHNs in their chosen career path and to maintaining the practice, knowledge, and competence of occupational health nurses. ANZSOM has therefore established the *ANZSOM Occupational Health Nurse Competency Standards*, a framework in which competency, recognition and continuing education are combined to help build a vibrant profession that contributes to our Vision for a society where the highest value is placed on good work, safe workplaces, and healthy workers.

There are seven domains listed in the ANZSOM Occupational Health Nurse Competency Standards. These domains should be used to guide OHNs in selecting CPD activities that are relevant to their practice. The domains include:

- Legislation, standards, codes of practice and guidelines
- Principles of occupational health nursing
- Collaboration
- Prevention of work-related illness and injury
- Managing work-related injury and illness
- Promoting worker health and wellbeing
- Quality and continuous improvement

ANZSOM provides specific CPD to nurses through our Nurse Focus Webinars and our nurse's stream at our Annual Scientific Meetings.

CPD for Medical Practitioners:

Medical Board of Australia requirements

The Medical Board of Australia works in partnership with AHPRA on setting the registration and professional standards for all medical practitioners in Australia. The new Medical Board of Australia Registration Standard: Continuing Professional Development provides a consistent CPD framework that all medical practitioners must meet.

As of the 1 January 2023, all medical practitioners are required to develop an annual professional development plan and to undertake at least 50 hours of professional development based on the following breakdown:

- 25 hours active CPD reviewing performance and measuring outcomes (doctors decide the best mix for these activities to suit their practice, with five hours minimum of each type)
- 12.5 hours traditional learning or educational activities reading, lectures, conferences
- 12.5 hours doctors choose across the three types of CPD.

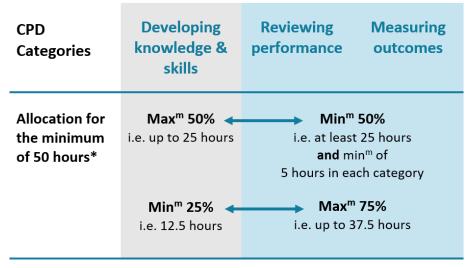
In addition to the CPD requirements above, there are some additional requirements for General Practitioners (RACGP) and Physicians (RACP/AFOEM). These are detailed on page 6.

Medical practitioners will also need to establish themselves with a 'CPD Home' to report their CPD. For ANZSOM members, this is likely to be RACP or RACGP. While ANZSOM will not be a CPD Home, we will continue to provide high quality educational opportunities to meet the new requirements.

Note that medical practitioners who are not RACGP or RACP members must still meet the standards for CPD set by the Medical Board of Australia, and must find another accredited CPD Home by January 2024.

Attendance at ANZSOM Annual Scientific Meetings, webinars, Branch meetings, Journal Club, as well as online learning will generally fall under the category of Educational Activities (knowledge and skills). Participation in ANZSOM Committees (ASM organising committee, CPD Committee), supervision of registrars, and presenting at ANZSOM educational meetings also falls under the Educational Activities category. Examples of other CPD activities are listed overleaf.

Summary of CPD requirements for medical practitioners



^{*}Allocate to any activity if over 50 hours

Examples of CPD activities for medical practitioners

Developing knowledge and skills					
Individual and group learning activities	Learning associated with other professional activity				
 Reading, viewing, listening to educational material Active learning modules Study towards formal qualifications Supervised practice attachments Receiving coaching and mentoring Participating in lectures, forums, panels Participating in small group education, courses and workshops 	 Preparing, publishing formal educational materials Teaching including lecturing, small group sessions, courses, workshops Convening / chairing educational meetings Supervising and mentoring Examining, assessing and evaluating Participating in research, presenting / publishing / editing research papers / posters Reviewing ethics or grant proposals Preparing patient education materials Participating in committees for education or research Undertaking society educational roles Participating in clinical guideline development 				
Reviewing performance					
Individual and group-focused activities	Not directly-focused on participant's practice				
 Development of a professional development plan Self-evaluation and reflection Direct observation of practice Review of work product Multi-source feedback Patient experience survey Workplace performance appraisal Medical services survey/review Multi-disciplinary team meetings Peer review groups 	 Participating in clinical governance/QA committees Accrediting / auditing practices, hospitals, training sites Medico-legal work (report, expert witness) 				
Measuring outcomes					
Individual and group-focused activities	Not directly-focused on participant's practice				
 Audit focused on participant's own practice Root cause analysis Incident report Quality improvement project Audit (practice, national or international) M&M meetings, case conferences Multi-disciplinary team meetings 	 Assessing incident reports Leading, analysing, writing reports on healthcare outcomes 				

Royal Australian College of General Practitioners (RACGP)

The RACGP is a CPD Home. CPD hours are recorded on the myCPD dashboard. CPD requirements for General Practitioners are outlined in the CPD Program: 2023–25 triennium handbook for general practitioners, which is published every 3 years by the RACGP – refer https://www.racgp.org.au/education/professional-development/cpd/2023-triennium.

In line with the new Medical Board CPD requirements, all General Practitioners must complete a professional development plan and undertake at least 50 hours of professional development, as described previously. General Practitioners are also required to complete a Cardiopulmonary Resuscitation (CPR) course during each triennium.

A CPD Activity Mapping shows how various activities, including RACGP CPD services, may be applied to the three CPD categories. It is available to download from https://www.racgp.org.au/getmedia/29d71c2d-df0e-40d4-9b78-3d6372021d8f/CPD-Activity-Mapping 2.pdf.aspx

For further queries re your CPD please contact the RACGP directly:

	Victoria		NSW and ACT		SA and NT
Ph:	(03) 8699 0483	Ph:	(02) 9886 4700	Ph:	(08) 8267 8310
Fax:	(03) 8699 0560	Fax:	(02) 9886 4790	Fax:	(08) 8267 8319
Email:	vic.cpd@racgp.org.au	Email:	nswact.cpd@racgp.org.au	Email:	sant.cpd@racgp.org.au
Tasmania		Queensland		Western Australia	
Ph:	(03) 6212 5888	Ph:	(07) 3456 8944	Ph:	(08) 9489 9555
Fax:	(03) 6232 2344	Fax:	(07) 3391 7009	Fax:	(08) 9489 9544
Email:	tas.cpd@racgp.org.au	Email:	qld.cpd@racgp.org.au	Email:	wa.cpd@racgp.org.au

Royal Australasian College of Physicians (RACP)/ AFOEM

The RACP is a CPD Home. CPD requirements for Physicians are outlined in the 2023 MyCPD Framework and are reviewed by the College's CPD Committee each year.

The MyCPD program is based on an annual cycle - 1 January to 31 December. The due date for submission of annual returns is 31 March of the following year.

In line with the new Medical Board CPD requirements, all Physicians must complete a professional development plan and undertake at least 50 hours of professional development, as described previously. Physicians are also required to undertake an annual conversation (refer description overleaf). In addition, the RACP strongly encourages a focus on cultural safety and issues of health equity across the categories.

Resources to assist in meeting the RACP requirements including information and templates on the mandatory and strongly encouraged activities can be found in the MyCPD Interactive Handbook (RACP login required).

- 2023 MyCPD Framework
- 2023 MyCPD Framework explained
- 2023 examples of acceptable CPD evidence
- MyCPD evidence for change

Annual conversation

An annual conversation is a structured discussion with a peer, colleague, or employer. The intent is to allow time for Physicians to reflect on their development needs and intentions for the year, and discuss them with a peer, colleague or employer. This is an opportunity to receive constructive feedback and explore job satisfaction, self-care and any health and wellbeing issues so Physicians can adjust their practice accordingly.

Many Physicians will have a formal performance appraisal as part of their employment and this activity can be claimed as their annual conversation requirement if it meets the description above. If Physicians do not have a formal performance appraisal process, RACP have developed a template for Physicians to use or modify and this can be found in the MyCPD Interactive Handbook (RACP login required).

Time spent on an annual conversation should be claimed under Category 2 – Reviewing Performance.

For further queries re your CPD please contact the RACP directly:

	Australia	New Zealand		
Phone:	(02) 8247 6201	Phone:	+64 4 460 8122	
Fax:	(02) 9252 3310	Fax:	+64 4 472 6718	
Email:	MyCPD@racp.edu.au	Email:	MyCPD@racp.org.nz	