



GUIDELINES ON ALLOCATION OF CPD POINTS

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Outline



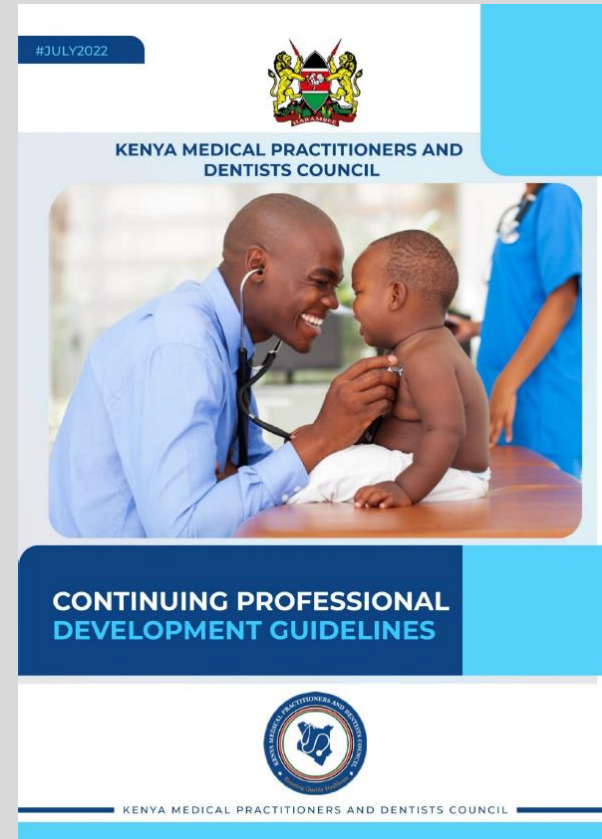
CPD Points allocation table



CPD requirements for Practitioners



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CPD Points allocation table

CPD activities	Description	Evidence	Allocated CPD points
1. Conferences, Seminars, Symposia, Workshops	Attend a scheduled meeting to discuss a specific topic or area of interest	<ul style="list-style-type: none"> • Certificate • Attendance list • CPD token 	<ul style="list-style-type: none"> • 3 points for half-day session • 5 points for full-day session • Max. 25 points per event
2. Hands-on/ Interactive skills workshop	Attend a scheduled meeting held to learn specific hands-on skills	<ul style="list-style-type: none"> • Certificate • Attendance list • CPD token 	<ul style="list-style-type: none"> • 3 points for half-day session • 5 points for full-day session • Max. 25 points per event
3. Lectures (special lectures)	Attendance of a special lecture lasting at least 45 minutes	<ul style="list-style-type: none"> • Attendance list • CPD token 	3 points per activity



CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
4. In-person CME/ Online webinar	Attendance of an online webinar lasting at least 45 minutes	<ul style="list-style-type: none"> • Attendance list • CPD token 	3 points per activity
5. Morbidity and mortality meetings	Meetings organised to review cases of illness or death lasting at least 30 minutes	<ul style="list-style-type: none"> • Attendance list • Minutes of meeting • CPD token 	3 points per activity
6. Grand rounds/ Clinical meetings	Meetings held by clinicians to discuss specific patient care lasting at least 30 minutes	<ul style="list-style-type: none"> • Attendance list • Minutes of meeting • CPD token 	3 points per activity
7. Journal club meetings	Meetings held to critically evaluate recent articles pertaining to medicine or dentistry lasting at least 30 mins	<ul style="list-style-type: none"> • Attendance list • Minutes of meeting • CPD token 	3 points per meeting



CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
8. Presenters in conferences, symposia, workshops, grand rounds, special lectures	The person who makes a presentation lasting at least 30 minutes at the listed event	<ul style="list-style-type: none"> • Invitation letter • Presentation 	5 points per activity
9. Trainers in interactive/ hands on skills workshop	A person who instructs learners at a skills workshop	<ul style="list-style-type: none"> • Invitation/ appointment letter • Event programme 	20 points per event Prorated by length of event
10. Facilitator/ Coordinator of conference, workshop, symposia, seminar	The person who provides assistance, guidance or supervision during a conference, symposium, workshop or seminar	<ul style="list-style-type: none"> • Letter of invitation/ appointment • Event programme 	3 points per event

CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
11. Attachment at centres of excellence	A centre that provides leadership, best practices, research, support and/or training for a focussed area	<ul style="list-style-type: none"> • Letter of invitation • Confirmation of attendance 	1 point per day
12. Principal author/ Co-author of a peer reviewed publication	The main author of a peer reviewed medical/dental journal article	Publication	20 points per article
13. Peer reviewer of a publication	Peer reviewer of a peer reviewed medical/dental journal	Publication	20 points per publication
14. Editor of a peer reviewed journal	Editor of a peer reviewed medical/dental journal	Publication	20 points per publication

CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
15.Short course	Formal training offered by an accredited CPD Provider, Government agency or recognised training institution lasting 1 week to 3 months	<ul style="list-style-type: none">• Certificate (indicating course duration)• CPD token	25 points per course
16.Medium length course	Formal training offered by an accredited CPD Provider, Government agency or recognised training institution lasting 14 weeks to 8 months	<ul style="list-style-type: none">• Certificate (indicating course duration)• CPD token	40 points per course
17.Postgraduate course	Formal postgraduate training including Masters/PhD programmes, Fellowships, Diplomas, lasting at least 6 months	<ul style="list-style-type: none">• Certificate• Registration in the course for the academic year	50 points per calendar year

CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
18. Development of an online CPD Course	Development and review of CPD course content in medicine, dentistry or related programmes	<ul style="list-style-type: none"> • Appointment letter • Attendance list 	10 points per activity
19. Course/ curriculum development and review	Development and review of course content/ curricula in medicine, dentistry or related programmes	<ul style="list-style-type: none"> • Appointment letter • Attendance list 	10 points per activity
20. Author of a book	Principal or main author of a medical/ dental book	Publication	50 points per book
21. Author of a chapter in a book	Where a Practitioner is listed as a contributing author of a medical/ dental book	Publication	25 points per book



CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
22. External Examiners	Participation as an external examiner for a university programme recognised by the Council	<ul style="list-style-type: none"> • Invitation letter • Confirmation of attendance 	15 points
23. Keynote speaker/ Guest lecturer	Invited speaker at a conference, workshop or symposium who presents for at least 45 minutes and is the highlight of the event	<ul style="list-style-type: none"> • Invitation letter • Confirmation of attendance 	15 points
24. CPD Coordinator of an accredited Provider	The designated CPD Coordinator of an active CPD Provider	<ul style="list-style-type: none"> • Letter of appointment • CPD calendar 	10 points per year
25. Supervising a Masters/ PhD/ Fellowship candidate	Supervising candidates undertaking Masters/ PhD/ Fellowships projects	<ul style="list-style-type: none"> • Proof of appointment as supervisor • Proof of completion of project by supervised candidates 	10 points per candidate per year

CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
26. Non-profit medical-related activity for the community	Participation in free medical camps and outreaches, outside normal scope of work	<ul style="list-style-type: none"> • Invitation letter • Attendance list 	<ul style="list-style-type: none"> • 2 points per activity • Max. 10 points per year
27. Health related activities in the media	e.g. TV/ radio appearances, articles published in newspapers/ magazines/ newsletters	<ul style="list-style-type: none"> • Publication • Video/ audio clips • Invitation letter 	<ul style="list-style-type: none"> • 2 points per activity • Max. 10 points per year
28. Technical Working Groups/ Institutional Ethics Review Boards or Committees	Selected group of experts appointed to accomplish an assigned task to completion	<ul style="list-style-type: none"> • Letter of appointment • Attendance lists • Minutes • Certificate 	10 points per assignment
29. Recognition awards	Award of a national/ international awards, orders or decorations based on the practitioner's professional activities	Evidence of award e.g. gazette notice	5 points per year

CPD Points allocation table (cont'd)

CPD activities	Description	Evidence	Allocated CPD points
30. Participation in Council Committee-led activities	<p>Where a Practitioner is invited by the Council to participate in its regulatory activities including:</p> <ul style="list-style-type: none"> • D&EC meetings/hearings; • Peer review assessment; • Fitness to practice assessment; • Inspection of health and training institutions; • Examinations. 	<ul style="list-style-type: none"> • Letter of appointment • Attendance list 	3 points per day



CPD Requirements for Practitioners

- As stated in Section 12 (3) of Cap. 253, **all Practitioners are required to satisfy the Council's requirement for CPD** so as to meet the criteria for retention in the annual register.
- Rule 10 (2) (a) of *The Medical Practitioners and Dentists (Inspections and Licensing) Rules, 2022* stipulates this requirement as a **minimum of fifty (50) CPD points in a given CPD calendar year.**



CPD Requirements for Practitioners (cont'd)

- Note:
 - In addition to meeting these requirements, **the Council may in any particular year prescribe CPD activities** that are cross-cadre in response to national and/or professional priorities.
 - All CPD activities should be **relevant** to the field of medicine and dentistry.
 - While participation in activities outside the country is encouraged, all such activities should be verified by the respective CPD Coordinators.



CPD Requirements for Practitioners (cont'd)

Mix of content

- Practitioners are encouraged to dedicate **at least 20% of their CPD activities** to programmes that are supplementary to their medical/ dental knowledge or outside their field of practice, including:
 - Financial management
 - Medical Ethics
 - Healthcare leadership, management and governance
 - Public health
 - Patient safety and quality improvement in healthcare
 - Self-care/ physician wellness
 - Health policy
 - Research



Guiding principle

Rule 31 of the *Medical Practitioners and Dentists (Training, Assessment and Registration) Rules, 2022* states:

“Every continuing professional development or education programme shall emphasize **ethical, practical and professional aspects of clinical practice or strategic health planning relevant** to the practice of medicine or dentistry and must be **aimed at the improvement of the professional competence** of the medical and dental practitioners.”



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2023 ANNUAL CONFERENCE

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Some unscrupulous CPD practices . . .

- Creating and issuing CPD tokens for non-existent activities
- Claiming points for non-existent activities
- Submitting “fake” evidence of CPD activities
- “Sambaza CPD tokens”
- Not submitting evidence of CPD activities undertaken



Mitigating unscrupulous CPD practices

- Suspend or Cancel the Annual CPD Providers Licence
- Revoke the accreditation of the CPD Provider or CPD Programme
- Not award CPD points for the Practitioner



Participants' feedback



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Thank you!



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