

Criteria for selecting formal educational activities offered by external organisations to satisfy category A or B items of the RCPA Continuing Professional Development Program (CPDP)

Introduction

The accreditation standards of the Australian Medical Council and the Medical Council of New Zealand require that a College's criteria for assessing and crediting educational and scholarly activities for the purposes of its CPD program are based on educational quality. The criteria for assessing and crediting practice-reflective elements are based on the governance, implementation and evaluation of these activities.

The RCPA does not formally accredit programs offered by external organisations, but allows participants to select appropriate activities based on self-directed learning needs. The following guidelines are designed to assist CPDP participants in selecting formal educational activities that will be recognised by the RCPA as acceptable items for Categories A or B.

Essential criteria

- The activity should focus on aspects of quality that have potential to lead to improved patient care and health outcomes
- Relevant medical and/or scientific professionals participate in the planning and delivery processes
- The objectives and program outline are clearly stated
- The content demonstrates high clinical and ethical standards and is free from commercial bias or inducements
- Details of any commercial interest or sponsorship must be openly declared, and if the activity contains reference to commercial products and/or services, objective information based on generally accepted scientific methods is presented.

Other desirable criteria

- A program of topics, activities and presenters is circulated to all participants before the meeting
- A certificate or evidence of participation is available to attendees
- The activity is sponsored or endorsed by a well-recognised professional or educational body
- The program is focussed on real-world learning that reflects identified practice needs
- The program includes active and/or interactive elements such as small group work, case discussions, problem-solving or hands-on work
- Learning assessment and/or feedback to participants is desirable
- Participants contribute to evaluation