6.0 Continuous Professional Development (CPD)

CPD is recognized in four categories, three of which are mandatory and one recommended as outlined below:

- **Category 1**  
  External - Maintenance of Knowledge and Skills (Mandatory)

- **Category 2**  
  Internal - Practice Evaluation & Development (Mandatory)

- **Category 3**  
  Personal Learning (Mandatory)

- **Category 4**  
  Teaching and Research (Recommended)

**Appendix 1** outlines examples of activities in each category

6.1 CPD Requirements

To achieve compliance, a practitioner is required to earn at a minimum:

- **50 credits per year**
- **250 credits per five year cycle**

**Broken down as follows:**

- External – 20 credits per year minimum
- Internal – 20 credits per year minimum
- Personal Learning – five credits per year minimum
- Research or Teaching – two credits per year desirable

Accumulated credits must be balanced within the five year cycle. Practitioners are encouraged to balance credits by the 30 month mark.

**CPD credits will generally be calculated as one credit per one hour of activity.**

CPD requirements are the same for full time and part time surgeons.
### Appendix 1: CPD Categories

<table>
<thead>
<tr>
<th>Category</th>
<th>Example Activities</th>
<th>Credits</th>
</tr>
</thead>
</table>
| **External (Maintenance of Knowledge and Skills)** | - International/National Meetings  
- Courses accredited by Training Body  
- College/Society meetings  
- Medically related advanced degrees  
- Online Courses | 20 credits minimum per year/ term  
100 credits minimum per five year cycle |
| **Internal (Practice Evaluation & Development)** | - Morbidity and Mortality Meetings  
- Clinical Risk Meetings  
- Case Presentations  
- Chart Reviews  
- Grand Rounds  
- Multi-disciplinary Meetings  
- Peer Review Groups  
- Activities related to analysing patient and/or department outcomes  
- Activities related to patient satisfaction surveys  
- Activities related to the organisation or review of surgical services, e.g. Head of Department and Clinical Unit meetings | 20 credits minimum per year/ term  
100 credits minimum per five year cycle  
1 hour of educational activity = 1 CPD credit |
| **Personal Learning**                  | - Self directed education, training or assessment activities (e.g. Journal reading)  
- Participation in professional development workshops/courses  
- Volunteer or outreach activities  
- Journal clubs  
- E-Learning | 5 credits minimum per year/term  
25 credits minimum per five year cycle  
1 hour of educational activity = 1 CPD credit |
| **Research or Teaching**               | - Accredited Postgraduate Trainer  
- Lectures  
- Examiner for Postgraduate Training Body  
- Publishing articles  
- Poster Presentation  
- Question Setting  
- Participation in the mentoring and counseling of surgical trainees | 2 credits per year desirable  
1 hour of educational activity = 1 CPD credit |
Appendix 2 – Examples of documentary evidence of CPD

- Attendance certificates/registers for local/national/international educational meetings/courses
- E-learning self-assessment certificates
- Attendance at examination as an examiner (e.g., exam timetable)
- Programmes of meetings if there are no attendance certificates
- Copies of proposals written for specific committees
- Copies of meeting agendas
- Protocols written
- Copies of papers and abstracts presented
- For Life Support Course instructing – copies of the course programme
- Research grants
- List of papers refereed
- Programmes of courses on which you have lectured
- Medically Related Advanced Degrees – copy of diploma or final transcript
- Research - Copy of published article’s first page
- Poster Presentation - Copy of page from conference proceedings that lists the poster abstract and identifies the presenter
- Postgraduate Trainer/Examiner/Question Setting - Confirmed by relevant training body