

Department of General Practice, School of Medicine - February 2020

RACGP Continual Professional Development (CPD) Points for Teaching Medical Students

With the new triennium upon us, early planning for points allocation makes good sense and time management. Importantly, this triennium will be a transition triennium between the current state and that under the Medical Board of Australia's proposed 'Professional Performance Framework', which can be viewed here: <https://www.racgp.org.au/getmedia/d810a609-c344-4e97-b615-1f83b6e504eb/Medical-Board-Report-Building-a-professional-performance-framework.PDF.aspx>

A total of 130 CPD points are required for this triennium. The mandatory requirements are 2 x CPD Accredited activities + 1x Basic Life Support. The remainder of the CPD points can be chosen from:

- Provider led CPD Accredited activity/CPD Activity, OR
- Self-recorded activity

The CPD requirements allow us to apply for consideration of CPD points as an "Educator/Supervisor/Examiner" undergoing a self-directed CPD Accredited Activity (formerly Category 1).

Below are some step-by-step instructions for claiming CPD points put together by Dr Shakif Shakur, Academic Registrar with the Department of General Practice:

1. Login to your RACGP personal account
2. After logging in, click on the "Your Account" button on the top right hand corner of the screen, select "My CPD" in the drop-down menu
3. Scroll down the screen to access self-directed CPD Accredited Activity forms, and select "Educator/Supervisor/Examiner":

This activity is for general practitioners (GPs) that teach or supervise doctors in training including medical students and registrars and GPs who are examiners. This activity focuses on the teaching experience and learning outcomes for the educator.

4. You can use the online form and "save as you go" (you don't have to complete all information in one go)

You will be asked to describe the work you have undertaken in training medical students, how it relates to the domains of general practice, and identify which curriculum contextual unit your activity relates to, before evaluating and reflecting on the activity. You should also include and discuss areas of your knowledge or skills that may require improvement.

Please note you will need to retain and be able to provide all information relating to this activity for the purpose of Quality Assurance Assessment, i.e.:

- Teaching Schedule / Timetable
- Lesson Plan/program outline/syllabus
- Sample of a tutorial or face to face training
- Letter of confirmation from hospital / practice / university / organisation

As an educator with a Western Sydney University student attached, we can supply a letter of confirmation regarding the teaching appointment and medical student placement. Please contact the *Senior Administrative Officer Sharon Lawrence at the School of Medicine: E-mail S.Lawrence@westernsydney.edu.au or Tel. 02 4620 3933.*