Professionalism
CAPE Activity Quick Reference Guide

Document notice

This notice sets out important information about the use of this document and related supporting materials.

RACP reserves the right to amend, update, or withdraw any part of this document at any time to reflect changes in operational, legal, or regulatory requirements.

From time to time, supplementary documents, policies, or guidelines may be developed to support or clarify the contents of this document. Such materials may be communicated separately and/or made available on the College's website and should be read alongside related CPD Program documents.

CPD participants are encouraged to regularly review this document and any supplementary documents to ensure they remain informed of current requirements and expectations.

Last update: April 2026

Purpose

This guide summarises CPD activities that may contribute to the Professionalism domain under the RACP CPD Recognition and Assessment Framework. It is designed to help participants quickly identify suitable activities when planning and undertaking their annual CPD requirements.

From 2026, under the CPD Framework, participants must complete a minimum of four CAPE-aligned activities each year.

Using this guide

This Quick Reference Guide highlights CPD activities that contribute to the Professionalism domain. Activities are classified as Recognised or Provisionally Recognise based on their alignment with the CAPE Recognition Matrix criterion,

Activity numbers correspond to the numbering used in the CPD Recognised Activity Catalogue.

Numbers may not appear sequential within this guide because each number refers to the same activity identifier used across the full catalogue and CPD governance register.

For full activity descriptions and detailed evidence requirements, refer to the CPD Recognised Activity Catalogue.

Professionalism Activity

The CPD Recognised Activity Catalogue contains 50+ activities in total.

Recognised activities inherently involve structured reflection or evaluation of professional conduct, accountability, or responsibilities.

Provisionally Recognised activities contribute where the activity explicitly meets the Professionalism criteria in the CAPE Recognition Key Matrix.

Recognised Professionalism Activities

Professional reflection, accountability and professional behaviour are inherent in the activity design.

Ref #	Activity	CPD category	Evidence (synthesised)
14	Patient Experience Survey (Individual)	RP	Survey summary + reflection + improvement actions
15	Multi-Source Feedback (MSF)	RP	MSF report + reflection
16	Reflection on Practice	RP	Structured written reflection
17	Case Conference with Patient / Family Participation	RP	Meeting summary + reflection
18	Professional Performance Self-Assessment Tool	RP	Completed assessment + reflection
19	CPD Professional Development Plan (PDP)	RP	Completed PDP outlining learning priorities
20	Annual Conversation with a Peer	RP	Conversation summary + reflection
30	Multidisciplinary Team Meeting	RP	Attendance + reflection
38	Supervision of Colleagues (Formal or Informal)	RP	Discussion summary + reflection
43	Mentoring (Providing or Receiving)	RP	Discussion summary + reflection

Note

Two activities act as program-level anchors and contribute to multiple CAPE domains:

- # 19. CPD Professional Development Plan
- # 20. Annual Conversation with a Peer

Both support structured reflection across Cultural Safety, Addressing Health Inequities and Professionalism.

Provisionally Recognised Professionalism Activities

Recognised where Professionalism criteria in the CAPE Recognition Matrix criteria are explicitly met.

Reviewing Performance (RP)

Ref #	Activity	Recognised if…	Evidence
23	Peer Review Discussion	Discussion evaluates professional conduct, communication or clinical decision-making	Discussion summary + reflection
38	Supervision of Colleagues	Supervision includes feedback on professional behaviour or practice standards	Supervision summary + reflection
43	Mentoring (Providing or Receiving)	Mentoring discussions address professional development or responsibilities	Mentoring summary + reflection

Educational Activities (EA)

Ref #	Activity	Recognised if…	Evidence
26	Journal Club	Discussion examines professional responsibilities, professional judgement or professional standards	Article summary + reflection
28	Teaching / Supervising Trainees	Teaching includes professional standards or role-modelling	Teaching summary + reflection
31	Active Learning Module	Module addresses professionalism, professional conduct or scope of practice	Completion certificate + reflection
37	Case-Based Learning (Individual or Group)	Case discussion examines professional responsibilities or behaviours	Case summary + reflection
42	Teaching a Formal Lecture or Educational Session	Teaching includes professional standards or professional accountability	Teaching summary + reflection
45	Literature Review for Clinical or Professional Improvement	Literature explores the implications of professionalism in practice	Summary + reflection
50	Examining or Assessing Clinical Trainees	Examiner role reinforces professional accountability	Participation summary + reflection

Professionalism Recognition Checklist

Your activity is more likely to contribute to Professionalism where it includes:

- ✓ Reflection on professional conduct or responsibilities
- ✓ Feedback on professional behaviour
- ✓ Discussion of scope of practice or accountability
- ✓ Mentoring or role-modelling professional standards
- ✓ Improvement of professional practice

General clinical learning does not automatically constitute Professionalism without explicit reflection on professional behaviour.

Legend

Recognised	Professionalism inherent in activity design
Provisionally Recognised	Activity must meet Professionalism CAPE Recognition Matrix criteria

Important

This guide provides a quick reference summary only.

Refer to the CPD Recognised Activity Catalogue for:

- Full activity descriptions
- Detailed evidence requirements
- Cross-domain classifications
- CAPE Recognition Key Matrix criteria

CPD participants remain responsible for ensuring activities are appropriately documented.

CAPE Recognition Key Matrix (extract)

For activities classified as Provisionally Recognised, CAPE contribution is recognised only where the activity explicitly includes one or more of the criteria below.

General or incidental reference to a CAPE theme is not sufficient.

Professionalism

Recognised where the activity explicitly includes.

- examines professional conduct, standards, responsibilities, or accountability in practice
- requires reflection on professional behaviour, judgement, or decision-making
- evaluates performance against professional standards, expectations, or scope of practice

- provides or incorporates structured feedback on professional conduct, communication, or workplace behaviour
- develops or applies professional responsibilities in relation to teamwork, supervision, mentoring, leadership, or role modelling
- addresses professional boundaries, integrity, reliability, or respectful practice
- reviews professional responsibilities in relation to patients, colleagues, trainees, organisations, or the profession
- develops, applies, or evaluates strategies to improve professional behaviour, accountability, or standards in practice

Contact the CPD Program Team

If you have questions about the guide or require further clarification, please contact the RACP CPD Program Team.

Australia: MyCPD@racp.edu.au | Aotearoa New Zealand: MyCPD@racp.org.nz

Disclaimer

The information in this document is current as at the date of first publication and is intended as a guide of a general nature only. It may not be applicable to all persons, circumstances, or situations.

While reasonable care has been taken in the preparation of this document, the RACP, including its employees and agents, is not liable for any loss, cost, or damage (including consequential loss) incurred by any person arising from the use of, or reliance on, the information contained in this document, whether arising from error, omission, negligent act, or misrepresentation.

The RACP retains all intellectual property rights in this document. This document must not be disseminated, copied, published, or otherwise used, in whole or in part, without the prior written permission of the RACP.

© The Royal Australian College of Physicians 2026