RACP Guide for Choosing Relevant and Valuable CPD Activities

This guide has been developed to assist physicians in Australia and Aotearoa New Zealand with assessing the suitability of CPD activities, to ensure that they:

- ✓ address the physician's learning and professional development needs
- ✓ are relevant to the regulatory and program level requirements of the MyCPD Framework
- ✓ are relevant to the physician's role or professional development objectives
- ✓ provide educational value

Access the **MyCPD Framework** for details of the regulatory and program level requirements.

General guidelines for assessing all CPD activities		
All CPD activities should be assessed against the following guidelines for relevance and educational value.		
Relevance	*Does the CPD activity address current and relevant issues in your specialty, role or scope of practice?* *Is the activity relevant to the MyCPD Framework requirements, and will completion of this activity support you towards meeting those requirements?* *Will the activity support development across the domains in the RACP's Professional Practice Framework?*	Consider factors such as clinical and professional relevance, applicability to daily practice, and potential impact on patient outcomes. Also consider relevance to the MyCPD Framework requirements to ensure completion of this activity will support you in meeting these requirements (refer also to the additional guidelines for specific requirements below).
Educational Value	**Learning objectives:** *Are the CPD activity's learning objectives clearly defined?* *Do the learning objectives explain what you will gain from the activity and how it will enhance your knowledge and skills?* *Do the learning objectives align with your professional development needs and/or any areas identified in your Professional Development Plan (PDP)?*	Considering these factors will ensure you are better informed to decide whether the activity will be a valuable use of your time, will have a positive impact on your professional development, and that you will gain the intended knowledge and skills.

	Evidence based: *Is the content of the CPD activity based on sound evidence and up-to-date research?*	You should engage with content that is grounded in evidence-based practices, ensuring the accuracy and reliability of the information. Consider the credentials of presenters/facilitators, currency of publication, sources, discuss the activity with peers for their input.
	Educational design and methodology: *Does the CPD activity employ effective adult learning principles and methodologies which suit your learning style, and will facilitate the broadening of your medical knowledge and professional skills?*	Well-designed CPD activities (such as online courses) with interactive elements, case studies, and practical applications can enhance the learning experience and engagement
	Applicability and implementation: *Will the CPD activity promote implementation of new knowledge? How easily will you be able to apply the knowledge and skills gained into your practice?*	CPD activities should have a lasting impact on your knowledge, skills and professional competence. Practical applicability will enhance the impact of the activity.
	Reflection and impact: *Will the CPD activity promote critical reflection? How will the CPD activity contribute to your professional growth and development?*	Reflecting on your existing knowledge, what you've learnt, and how you plan to implement the new knowledge, will positively contribute to your professional development.
	Assessment of provider: *Is the CPD activity either developed or provided by:* • *the RACP or is it an RACP verified activity*?* • *another accredited CPD home* • *a respected provider of health education*	Consider the professional reputation and credibility of the provider of the CPD activity. A provider with a strong professional reputation is more likely to offer high-quality CPD activities, with content that is up-to-date, and aligns with best practice and professional standards.

Additional guidelines for assessing activities relating to specific requirements

The following additional guidelines should assist physicians with assessing an activity's relevance and value against certain regulatory and program level requirements.

Reviewing performance (Category 2): *Does the CPD activity facilitate the opportunity to review your performance and/or gain feedback, either through peer discussion or patient feedback, and to identify areas where you may improve or change your practice?* *Are the peers/colleagues providing feedback sufficiently skilled and experienced to assist you to critically review your performance and to identify potential areas for change?*	Reviewing performance includes activities that, formally or informally, critically appraise, assess and monitor doctors' actual work processes. Reviewing performance, peer discussions and constructive feedback help physicians reflect on their practice, identify improvements and reinforce learning.
Measuring outcomes (Category 3): *Does the CPD activity provide an opportunity to measure patient or health outcomes, facilitating analysis of the information gathered, in order to identify steps or actions which can improve patient care and health outcomes?*	Measuring outcomes activities should entail a quality improvement process involving reviewing your work, considering what you are doing well, where you can improve, and how you can implement those improvements.
Embedding cultural safety: *Does the CPD activity provide an opportunity for you to engage in education or reflection on cultural awareness, cultural competence or cultural safety?* *Does the CPD activity provide an opportunity for you to reflect on your interactions with Indigenous patients, and build your awareness of biases that may negatively impact patient care and contribute to health disparities?*	Cultural Safety is one of the ten domains of professional practice in the RACP's Professional Practice Framework. Physicians should engage in activities that bring cultural safety into focus, and enhance their understanding of cultural safety and what it means for them as a practitioner. This may begin with building your understanding of Aboriginal, Torres Strait Islander and Māori peoples and cultures, the issues faced by these populations, and the skills to function effectively and respectfully when working with Indigenous peoples. Critical reflection is paramount, as it allows you to recognise your own biases, assumptions, and the need to minimise power differentials, allowing you to approach interactions with Indigenous peoples and communities with greater understanding and respect.
Issues of health equity: *Does the CPD activity have a focus on issues of health equity that are relevant to your practice and patient population?*	Ensuring that healthcare is equitable is paramount in today's healthcare landscape, and is expected to provide benefits for patients and communities across multiple cultural dimensions which may include Indigenous status, age or generation, gender, sexual orientation,

Does the activity encourage self-reflection and awareness of biases that may contribute to health disparities?	socioeconomic status, ethnicity, religious or spiritual belief and disability. Understanding the broader social and economic factors influencing health is crucial for addressing health equity issues effectively. Exploring methods for measuring health outcomes and evaluating the impact of interventions on reducing health disparities is recommended for addressing issues of health equity in your practice.
Ethics and Professionalism: *Does the CPD activity address ethical and professional issues that are relevant to your daily practice?* *Does the activity encourage self-reflection and self-assessment of your own ethical and professional practices, and facilitate improvements to your ethical decision making and professional conduct?*	'Ethics and professional behaviour' is one of the ten domains of professional practice in the RACP's Professional Practice Framework. A physician's practice should be founded upon ethics, and physicians should demonstrate their commitment and accountability to the health and well-being of individual patients, communities, populations and society through ethical practice. Reflective practice promotes self-awareness and continuous improvement in ethical decision-making and professionalism.

Supporting Resources

In addition to the guidelines outlined in this Guide, it is strongly recommended that physicians regularly review the following documents throughout the CPD year. This will help ensure that professional development plans and CPD activities are relevant, provide educational value, address key areas of need, and align with the RACP's MyCPD requirements.

MyCPD Framework

MyCPD Handbook – in particular, the following pages within the Handbook all provide information, examples and links to the types of activities that are relevant to the program requirements:

 ➢ Online CPD Resources Database,
 ➢ Tools & Templates
 ➢ 2024 MyCPD Framework

Professional Practice Framework

Supporting Professionalism in Practice – The Framework in Action

Medical Board of Australia - Good Medical Practice: A Code of Conduct for Doctors in Australia

Medical Council of New Zealand - Good Medical Practice Guidelines

*Definition of RACP CPD Verified Activities

Verified activities are CPD activities recorded on behalf of a Fellow within the RACP MyCPD system and verified for audit purposes at the time of recording.

Participating in RACP CPD verified activities ensures the recording of the activity in the MyCPD record in real time, and the activity will not require audit evidence if the Fellow is later selected for audit.

This streamlined process reduces the administrative burden for Fellows so they can focus on completion of the CPD activities untaken either through the RACP or with Specialty Societies that are a part of the RACP's CPD recording pilot. This means that the activity has been accepted as evidence of the activities undertaken and their educational quality and relevance.

While we aim for accuracy, Fellows remain responsible for reviewing their MyCPD record to ensure alignment with annual CPD requirements.