



THE AUSTRALASIAN  
COLLEGE OF  
PHLEBOLOGY

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## CPD for Dual Fellowships Policy

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Policy Domain:	ACP Management
Policy Area:	CPD for Fellows
Policy Author:	ACP (adapted from the Australasian College of Dermatologists, CPD for Dual Fellowships Policy)
Contact:	Executive Manager
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Related Policies/Regulations	CPD Mandatory Participation Policy, CPD Audit Policy

### PURPOSE

The purpose of this policy is to outline the process for Fellows with dual Fellowship and their CPD requirements with the College.

### SCOPE

This policy covers the process for Fellows who have Fellowships from other colleges and their CPD requirements with the College. It also covers whether or not Fellows can use CPD points from another college as part of the CPD program at the College.

### DEFINITIONS/KEY WORDS/ABBREVIATIONS

ACP – Australasian College of Phlebology  
CPD – Continuing Professional Development as provided by ACP  
MBA – Medical Board of Australia  
Fellow – any person who has been awarded ACP Fellowship

## THE POLICY

Continuing Professional Development is the means by which members of the profession maintain, improve and broaden their knowledge, expertise and competence, and develop the personal qualities required in their professional lives.

All Fellows of College and non-member Continuing Professional Development (CPD) participants are required by the Australian Government and therefore expected by the College to participate regularly in continuing professional development in order to maintain, develop, update and enhance their knowledge, skills and performance to ensure that they deliver appropriate and safe care.

## PARTICIPATION STANDARDS

All College Fellows and participating members must achieve the designated number of CPD points over a cycle set by the College. This may include a requirement for minimum and maximum yearly points or compulsory activities to be considered as complying with the ACP CPD Program. Retired Fellows who hold medical registration in the public interest for occasional practice, prescribing and referral must achieve full points over the triennium.

The specific requirements, which participants in the program must satisfy in order to demonstrate compliance with College CPD program, are:

- Accumulate the minimum overall points set by the College (see handbook) over each CPD cycle of the program.
- Accumulate the minimum points in any one year of the CPD cycle as determined by the College.
- Accumulate no more than the maximum points per year as determined by the College.
- Each category must be addressed over the CPD period as determined by the College. See handbook for specific details of requirements.
- Record/document activities, indicating their alignment with the CPD categories.
- Submit claims for recognition to the College in one of the approved/available channels.
- Claim recognition for each activity only once against one nominated CPD category.

## DUAL FELLOWSHIP

Fellows of College who hold membership of other accredited medical colleges:

- Are also required by the College to complete the ACP CPD Program in its entirety.
- May transfer points gained from CPD activities to the ACP CPD program provided that:
  - o the activities are phlebological in nature in particular those activities listed in Category 1
  - o the activities fall within the descriptors associated with the various ACP Categories
  - o clinical activities that fall within the descriptors of Category 1 of the CPD handbook are of a phlebological nature
  - o the Fellow provides College with supporting evidence

Fellows who meet these requirements will be deemed compliant with the College's CPD program and will satisfy MBA requirements for continuing registration.

## REFERENCES/REGULATIONS

National Medical Board Regulations and Policies  
Australasian College of Dermatologist Mandatory Participation Policy