

Continued Professional Development Frequently Asked Questions

Continued Professional Development (CPD) was previously referred to as CME (Continued Medical Education).

1. How many points does a Physiology Technician require for CPD

100 points over 3 years with a minimum of 20 points/year

2. How many points does a Cardiac, Respiratory or Sleep Physiologist require for CPD

200 points over 3 years with a minimum of 40 points per year

3. If I work in more than one scope of practice (i.e. cardiac plus respiratory) do I need to have CPD for each area?

Yes. You must have CPD that reflects each scope of practice. If you are a Physiologist performing both cardiac and respiratory procedures some of your points should be related to respiratory and some should be cardiac. (There is no minimum or exact number of points for each).

4. Why has there been such a large increase in the number of points required for CPD?

The change in CPD points during 2006 was introduced to ensure our profession was comparable to other professions which are under the HPCAA. CPD should be considered a positive thing as it encourages managers to ensure all staff attend conferences or courses and that time is allocated to maintain and extend your knowledge to help ensure clinical competency.

5. If I am off work on parental leave do I still need to collect CPD points?

No. You are exempt for CPD during parental leave.

6. What happens if I do not have the required number of points?

Initially the board will inform you are not meeting the CPD requirement and encourage you to address this. If this continues to be a problem your manager will be informed. If the matter is still not addressed then you will not be issued with an APC.

7. If I am studying towards a qualification (such as the post grad certificate /diploma through Otago Uni, NASPE or DMU) does the study/assignments/exam count as CPD or does it count when the exam is passed?

If you have provisional registration you do not need to obtain CPD.

If you have full registration then this would come under personal study, passing exams. You cannot count both the self directed study and the exam for CPD.

8. If I am working part time do I still need to obtain the total number of CPD points?

Yes. There is no difference between full time and part time CPD requirements.

9. If I give an activity the wrong number of points will the board correct them?

Yes.

10. What is a CPD portfolio and do I have to have one?

This is a file collating all of your CPD activities in the last 3 years. Examples of things it should contain are: confirmation of conference or course attendance, thank you letter for giving a lecture, exam results letter, copy of a publication with your name on it, a list of department meetings or lectures attended etc. It should contain a copy of the CPD summary that is in the APC application that you will add to as activities are completed.

Everyone should have a CPD portfolio to keep track of CPD.

- 11. If the time between APC's is less than 12 months do I still need to collect the full years worth of points for that shorter interval? This may be due to applying part way through the year compared to the annual registration round.**
Your CPD collection period will be a 12 months regardless of when the APC round occurred.