CPD Program Template

Approved educational programs and events must meet the Continuing Professional Development (CPD) needs of RANZCOG Fellows and CPD Affiliates.

Aligning to CPD Domains

All activities must be aligned to a CPD domain, and to be recognised as meeting the domain it should be a minimum of 30 minutes.

|  |  |
| --- | --- |
| CPD Domains | Examples of teaching, learning, and assessment activities: |
| **Educational Activities (EA):** structured learning experiences aimed at enhancing knowledge and skills. | Presentations/lectures, panels, Q&As, reading articles/reports, watching videos/demonstrations, small group discussions, polls/quiz questions |
| **Outcome Measurement (OM):** activities focused on benchmarking performance, analysing data, and evaluating outcomes to drive improvement. | Case-based discussion/analysis, root cause analysis, performance benchmarking against established standards, reviewing data to identify areas for improvement |
| Performance Review (PR): evaluating individual or group performance, receiving, reflecting on, and implementing feedback from oneself or others to enhance professional practice. | Skill stations, scenario training/roleplays, self-assessment/ reflection, peer review |

**Note:**

* Some activities could fall under different categories depending on how they are implemented within the context of the program.
* For practical skill and simulation activities, we typically split the hours 50/50 between EA/PR as these activities involve both learning/practising (EA) and receiving/ implementing feedback (PR)
* For OM activities to count, active participant engagement in analysis and evaluation is essential, i.e. passively listening to a case study presentation is not enough.

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity Title:** | Enter activity title | **Location/venue/webinar** | Enter location/venue/webinar platform |
| **Date:** | Select date | **Approx. number of participants** | Enter number of participants |

Session plan

Some example rows have been filled out for reference, please delete these and add your own information. Please add or remove rows as necessary.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Time** | **Duration (mins)** | **CPD Domain** | **Session title/topic** | **Activity type & description** | **Speaker/Facilitators** |
| 8:30-8:45 | 15 | EA | Welcome/Intro | Overview of session and learning outcomes. | Dr X |
| 8:45-9:15 | 30 | EA | OASI overview and classification | **Presentation** - overview of OASI, its classification, and the latest research in the field. | Dr X |
| 9:15-10:45 | 90 | EA/PR | Perineal Repair Techniques | **Skill stations** - Participants will rotate through stations and practice perineal repair techniques on simulation models and receive feedback. | Dr Y, Dr X, Dr Z |
| 10:45-11:00 | 15 | - | Morning tea | - | - |
| 10:30-12:00 | 90 | OM | Challenging OASI cases | **Small group case-based discussions** - Participants will analyse challenging OASI cases, discuss management options, and evaluate outcomes to assess the effectiveness of interventions. | Dr Z, Dr Y |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CPD hours** | EA hours: | + OM hours: | + PR hours: | TOTAL hours: |

Please **do not** include morning tea/lunch breaks etc in total hours.