

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Credit Point System for Healthcare Professionals

Professional Group: **MEDICAL SOCIAL WORKER**

CPD Category	CPD Activity Description	Credit Points Attainable	Criteria / Explanatory Notes	Maximum Points*
CATEGORY A - CORE ACTIVITIES				
A1	Congress/ Conference (Local/ International)	Range 10-20 points per conference/ congress	A conference should: a. Be conducted not less than 3 full days, a full day being 5-8 hours. b. Involve speakers of international standing. c. Contain plenary lectures / symposia. d. Allow presentation of free communication / poster, etc.	15-20 points
A2	Scientific Meetings of Chapters of Academy / Universities / Colleges / Associations / Institutions a. Less than 2 hours b. 2-4 hours (1/2 day) c. 5-8 hrs (full day) d. 2 full days e. 3 or more full days.	1 point 2 points 3 points 6 points 10 points		10-20 points
A3	Workshops/ courses/ fellowships/ attachments/ study tour a. Half day (2-4 hours) b. Full day (5-8 hours) c. 2 full days d. 3 or more full days	2 points 3 points 6 points 10 points	For professional attachment, credit points are awarded to participants from outside the place of work, e.g. Tertiary Hospitals, University Hospitals. Hands-on course – additional 1 point	15-20 points
A4	CME sessions / other		For ward rounds credit	5-20

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	professional activities <ul style="list-style-type: none"> • Topic seminar • Forum • Lectures/ talks/ practical teaching/ skills training • Journal club • Ward rounds • Clinic attendance • Hospital clinical meeting/ technical meeting • Video show • Video conferencing • Reflective notes 	0.5-2 points/ hour	points are awarded to participants from outside own hospital/ establishment, e.g. Private practitioners, verified by the CPD Chairman of that institution.	points
A5	Presentation at accredited meeting ** <ol style="list-style-type: none"> a. Free paper / short paper / poster b. Plenary lecture / long paper (> 45 minutes) Other lectures / talks/ articles <ol style="list-style-type: none"> a. Visiting lecture b. Hospital clinical meeting. c. CME sessions d. Public meeting e. Giving talk / public advise / Articles f. Lectures to NGO/ radio or TV talk/ mass media g. Technical briefing/ updates h. Chairman of sessions 	3-20 points 3-20 points Follow the above criteria for award of points	These credit points are in addition to full delegate attendance at congresses, scientific meetings or workshops. Otherwise only credit points for presentation are attainable.	5-20 points
A6	Publication of original articles in journal / chapters in book <ol style="list-style-type: none"> a) Indexed/ peer reviewed journal/ DG's technical report <ol style="list-style-type: none"> i. Principal author ii. Others 	5-20 points 2-10 points	An indexed journal is one which has international standing and is listed in the Index Medicus or similar indexing system.	15-20 points

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	<p>b) Non-indexed journal/ state technical report/ professional newsletter/ guidelines/ protocols/ consensus</p> <p>i. Principal author ii. Others</p> <p>c) i. Writing a book ii. Chapter in book</p> <p>d) Research reports i. Principal author ii. Others</p>	<p>5-6 points 2-5 points</p> <p>20 points 5-10 points</p> <p>5 points 3 points</p>	<p>Maximum for writing chapters in a book is 20.</p>	
A7	<p>Self-study/ group study/ distance learning</p> <p>a. Reading scientific papers from indexed journals</p> <p>b. Audio-visual</p> <p>c. Organised group discussion under accredited coordinator</p>	<p>1-3 points/ paper</p> <p>1-3 points/ session</p> <p>1-3 points/ session</p>	<p>Documented evidence (with verification) needs to be produced eg:</p> <p>a) Self study – Self administered MCQ</p> <p>b) Documented evidence in the form of synopsis/ evidence table</p>	50 % of minimum points
A8	<p>CME Online (By registered accredited providers)</p>	1-5 points/ article	<p>a. Participants will be allowed 2 weeks to read CME articles and answer-associated questions.</p> <p>b. Participants must obtain a minimum of 65% to be awarded 1 credit point.</p>	No limit
A9	<p>Further studies</p> <p>a. 1-2 weeks</p> <p>b. 2-4 weeks</p> <p>c. >1- 3 months</p> <p>d. >3- 6 months</p> <p>e. >6 months – 1 year</p> <p>f. Degree & Masters Programme</p> <p>g. PhD</p> <p>h. Advanced Diploma/</p>	<p>10 points</p> <p>12 points</p> <p>15 points</p> <p>20 points</p> <p>30 points</p> <p>30 points</p> <p>30 points</p> <p>20 points</p>	<p>These should be:</p> <p>a. Conducted by relevant recognised authorities - local or international</p> <p>b. Verified by the CPD committee</p> <p>c. Points are given</p>	15-40 points

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	Subspecialty training		only once, upon completion of studies.	
CATEGORY B - NON-CORE ACTIVITIES				
B1	Editorial board of journal/ DG's Technical Report <ul style="list-style-type: none"> • Editor • Member of Editorial Board • Referee/ reviewer 	10 points 4-7 points 5 points		10 points
B2	Other supporting activities related to personal development and self-improvement: <ol style="list-style-type: none"> a. Leadership b. Teamwork c. Management d. IT e. Innovations f. Arts, music g. Languages h. Communication skill i. Interpersonal skill j. Organising Committee/ secretariat k. Professional body/ society/ committee activities l. Others <ol style="list-style-type: none"> i. Less than 2 hours ii. 2-4 hours (1/2 day) iii. 5-8 hours (full day) iv. 2 full days v. > 3 days 	1 point 2 points 3 points 6 points 10 points	Documented evidence (with verification) needs to be produced)	5-20 points

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B3	Study tour d. Half day (2-4 hours) e. Full day (5-8 hours) f. More than full day but less than 2 full days. g. 3 or more full days	2 points 3 points 6 points 10 points	Study tour here are those not directly related to own job function.	

Note:

1. * Maximum points refer to maximum for each category that will be taken into account for the annual minimum. Otherwise there is no limit to acquisition of points for continuous professional development.
2. There is an Annual Minimum Credit Points required for each professional group.
3. For activities, certificates of attendance, certified attendance lists or other evidence for verification are required.
4. ** Category **A5** applies to providers as well.
5. A certificate of merit is awarded to any individuals who achieve 50 credit points or more in each calendar year.