

Continuing Professional Development Frequently Asked Questions

The Royal Australian
and New Zealand
College of
Obstetricians and
Gynaecologists

**For a complete list of the FAQs or for more information on another topic,
please visit our website:**

www.ranzcog.edu.au/fellows/cpdfaqs

Subspecialists

I have been elevated to Fellowship and I have commenced a RANZCOG Subspecialty Training Program. What are my CPD requirements?

All Fellows of the College are required to participate in the RANZCOG CPD Program to retain their Fellowship. While you undertake a Subspecialty Training Program you must continue to participate in the RANZCOG CPD Program.

What if I my three year CPD period finishes while I am still in the Subspecialty Training Program?

You will be required to meet the CPD requirements to recertify as a Fellow for a further three years while you continue your Subspecialty Training Program (150 points with 25 of these in Practice Review & Clinical Risk Management.)

What happens to my CPD period when I complete my Subspecialty Training Program and become a Subspecialist?

Your three year CPD Period is closed and you are put into a new three year CPD period commencing from the date of certification as a Subspecialist. Your CPD period will now cover continuing certification as a Fellow and a Subspecialist. Please note that you cannot carry points from one CPD period into another.

What are my CPD requirements as a Subspecialist?

Like all other Fellows, you need to collect a total of 150 CPD points over your 3-year period, of which a minimum 25 must be obtained in the practice review and clinical risk management (PR&CRM) category. In addition, as a Subspecialist, at least 100 of the 150 points must be within your subspecialty area and you will need to maintain a logbook, which will be sent to you 12 months prior to the end of your CPD period.

Why are there two columns for entering points on the Annual Points Claim (APC) form for Subspecialists?

The two columns exist to indicate how many of the points you are claiming are within your subspecialty area. For example, if you are claiming a total of 20 points for teaching but only 10 of these were in the area of your subspecialty, you would enter 20 points in the first column "*Points claimed*", and 10 points in the second column "*No in SS.*"

To recertify as a Subspecialist do I need to fill in a logbook?

Yes. All Subspecialists in the five subspecialty fields have to complete a satisfactory logbook to recertify. Each subspecialty has a different logbook. It is important that logbooks do not contain any patient identifying information.

When do I receive my logbook?

Your logbook and instructions for its return are sent to you 12 months prior to the end date of your current 3-year CPD period.

When do I need to return my completed logbook to the College?

Your logbook must be returned to the College 3 months prior to the end date of your current 3-year CPD period. Hence, you have 9 months to complete and return your logbook.

What happens to my logbook once it is returned to the College?

Your logbook will be sent to the Chair of the appropriate subspecialty committee for assessment. Once it has been assessed it will be returned to you. The amount of time for this assessment process varies between subspecialties, and commitments and time restraints of the Chair of the appropriate subspecialty committee.

What happens if I do not complete my logbook?

If you do not complete the logbook requirements but have completed the CPD point requirements, you will be recertified as a Fellow but not as a Subspecialist.

Who do I contact for more information regarding points or activities for Subspecialists?

Please contact Val Spark, Continuing Professional Development Co-ordinator at College House. Contact details are found at the end of these FAQs.

Contact Details

For queries relating to the Continuing Professional Development program including point allocation, activities, ideas and issues, please contact:

Ms. Val Spark Continuing Professional Development Co-ordinator	Ms. May Kan Continuing Professional Development Officer
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For specific queries relating to Practice Review and Clinical Risk Management (PR&CRM) activities, ideas and projects, please contact:

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The general email: prcrm@ranzcoг.edu.au

College house staff can be contacted to discuss any issues/questions

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