

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

Random Verification Check

What is the random Verification Check?

The random Verification Check is a process whereby Fellows are asked to provide verification documentation for activities claimed during their three-year CPD period. This check is conducted annually on a random 10% of Fellows who completed their 3-year CPD period in that year.

What are my chances of being selected for a random Verification Check?

10%. Each year a random sample of 10% of Fellows are selected from those who will complete their 3-year CPD period in that current year.

If I have been checked before, am I excluded from further Verification Checks?

No. As this is a random process you are treated no differently from other Fellows when the selection is made.

What documentation do I need to provide if I am selected for a random Verification Check?

You will need to provide evidence of all activities you have claimed for during your current CPD period. This may include Certificates of Attendance for meetings, completed Teaching Templates, Practice Review Worksheets, etc. It is only necessary to substantiate 150 points, of which 25 must be within the PR&CRM category. Your documentation may include Certificates of Attendance for meetings, completed Templates (Teaching, Professional Reading, Clinical Meeting attendance), Practice Review Worksheets etc.

What if I cannot find my documentation for the Verification Check?

You should contact hospital administration, conference organisers, etc. to see if they have retained a copy of your activities. This problem highlights the necessity of maintaining your records, and keeping documentation of all your CPD activities.

What if my Verification Check is not passed by College staff?

Staff refer claims and/or verification that are outside the CPD committee guidelines to the Chair and Deputy Chair of the CPD Committee for their ruling. Difficult cases may be referred to the CPD Committee for a decision.

Who do I contact for more information about random Verification Checks?

Please contact CPD and PR&CRM College staff at College House for further information regarding Verification Checks.

Contact Details

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

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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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Or

The general email: prcrm@ranzcoг.edu.au

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

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