



CPD Requirements – Subspecialty (SS) Trainees Frequently Asked Questions (FAQs)

- Q. I have been elevated to Fellowship but am part way through a RANZCOG Subspecialty Training Program. Do I still have to participate in the RANZCOG Continuing Professional Development (CPD) Program?
- A. *YES. You are a Fellow of RANZCOG and all Fellows of the College are required to participate in the RANZCOG CPD Program to retain their Fellowship.*
- Q. When do I have to submit the points?
- A. *During your CPD Period you will be sent a letter with an Annual Points Claim (APC) form and CPD information as follows:*
- *on the 1st anniversary of your CPD period,*
 - *on the 2nd anniversary of your CPD period, and*
 - *two months prior to your CPD Period end date.*
- The APC should be completed and returned to the College for processing, six weeks from the date of the accompanying letter or by your end date in the case of the third APC.*
- College staff will process your completed claim form and send you a response letter with details of the points claimed and your overall total.*
- Q. What activities can I claim CPD points for whilst I am an SS Trainee?
- A. *The RANZCOG CPD Program Points Allocation Summary Sheet can be found at <http://www.ranzcog.edu.au/fellows/pdfs/PointsAllocationPage.pdf> and on the reverse of this flyer there are examples of activities in each SS area that points can be claimed for.*
- Q. What happens if I finish the SS Training and am certified as a Subspecialist before my three year period CPD end date?
- A. *If you finish your SS training before your current CPD period end date then that 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.*
- Q. What happens to any points that I have claimed in the CPD Period whilst I was an SS Trainee? Can they be carried over?
- A. *Points are not carried over from one period to the next and you can only claim points that are accrued during your current period start and finish dates.*
- Q. What if I am still in the SS Training Program at the end of my 1st three year CPD Period?
- A. *If you have completed all the CPD requirements (150 points with 25 of these in Practice Review & Clinical Risk Management (PR&CRM) you will be recertified as a Fellow for a further three years.*
- Q. When I am certified as a Subspecialist what are my CPD requirements?
- A. *Your requirements are a total of 150 points with 25 of these in PR&CRM and 100 of these in the area of your Subspecialty. In addition, as a Subspecialist, at least 100 of the 150 points and a minimum of 25 points in PR & CRM activities must be within your subspecialty area. You will also need to complete a Subspecialty Checklist and be able to verify if required, your commitment to and involvement in the subspecialty in at least 3 of the seven areas detailed in the Checklist.*

If you require assistance or further information regarding the CPD Program, please contact:

Ms Val Spark
CPD Co-ordinator
(t) +61 3 9412 2921
(e) vspark@ranzcog.edu.au

Ms May Kan
CPD Officer
(t) +61 3 9412 2933
(e) mkan@ranzcog.edu.au

SS Trainees – Examples of CPD Activities

Maternal Fetal Medicine (MFM)

DDU part one – 45 points in the **Self Education** category
DDU part two – 30 points in the **Self Education** category
Bio Stats Course – 1 point per hour in the **Meetings** category
Teaching – 1 point per hour in the **Educator Activities** category
Professional Reading – 1 point per hour in the **Self Education** category
Presentations – 5 points per paper (1st time presented only) in the **Educator Activities** category
Publications – 1 point per hour to a maximum of 20 points per publication, in the **Educator Activities** category
Peer Review/ case discussion meetings – 1 point per hour in the **PR&CRM** category
Conference attendance – 1 point per hour in the **Meetings** category

Obstetrical and Gynaecological Ultrasound (COGU)

DDU part one – 45 points in the **Self Education** category
DDU part two – 30 points in the **Self Education** category
Bio Stats Course, Ultrasound and Grief Counselling Course – 1 point per hour in the **Meetings** category
Attendance at lectures, eg genetics etc – 1 point per hour in the **Meetings** category
Teaching – 1 point per hour in the **Educator Activities** category
Professional Reading – 1 point per hour in the **Self Education** category
Presentations – 5 points per paper (1st time presented only) in the **Educator Activities** category
Publications – 1 point per hour to a maximum of 20 points per publication, in the **Educator Activities** category
Peer Review/ case discussion meetings – 1 point per hour in the **PR&CRM** category.
Conference attendance – 1 point per hour in the **Meetings** category

Gynaecological Oncology (CGO)

Tumour Board Meetings, peer review/case discussion meetings – 1 point per hour in the **PR&CRM** category
Teaching – 1 point per hour in the **Educator Activities** category
Professional Reading – 1 point per hour in the **Self Education** category
Presentations – 5 points per paper (1st time presented only) in the **Educator Activities** category
Publications – 1 point per hour to a maximum of 20 points per publication, in the **Educator Activities** category
Conference attendance – 1 point per hour in the **Meetings** category

Urogynaecology (CU)

Teaching – 1 point per hour in the **Educator Activities** category
Professional Reading – 1 point per hour in the **Self Education** category
Presentations – 5 points per paper (1st time presented only) in the **Educator Activities** category
Publications – 1 point per hour to a maximum of 20 points per publication, in the **Educator Activities** category
Multi-disciplinary Team, peer review/case discussion meetings – 1 point per hour in the **PR&CRM** category
Conference attendance – 1 point per hour in the **Meetings** category

Reproductive Endocrinology and Infertility (REI)

Micro Surgery Workshops – 1 point per hour in the **Meetings** category
Teaching – 1 point per hour in the **Educator Activities** category
Professional Reading – 1 point per hour in the **Self Education** category
Presentations – 5 points per paper (1st time presented only) in the **Educator Activities** category
Publications – 1 point per hour to a maximum of 20 points per publication, in the **Educator Activities** category
Peer Review/case discussion meetings – 1 point per hour in the **PR&CRM** category
Conference attendance – 1 point per hour in the **Meetings** category