

Registration standard

Continuing professional development

Effective from: xxxxxx

This registration standard sets out the [profession] Board of Australia's (the Board) minimum requirements for continuing professional development (CPD) for [profession]s.

Does this standard apply to me?

This standard applies to all registered [profession]s except those with student or non-practising registration (**except psychology**).

Psychology only

This standard applies to all registered psychologists except those with provisional or non-practising registration.

What must I do?

To meet this standard you must:

1. complete at least 20 hours of CPD each registration year that:
 - a. seeks to improve health outcomes and patient/client experiences as relevant to your role
 - b. draws on the best available evidence, including well-established and accepted knowledge that is supported by research where possible and informs good practice and decision-making
 - c. contributes directly to maintaining and improving your competence in your current or future practice
 - d. builds on your existing knowledge, and
 - e. includes a minimum of five hours of interactive¹ CPD with other practitioners (this can be face to face or virtual) (**except psychology**).
2. maintain a CPD portfolio that records:
 - a. your learning goals
 - b. your planned and completed CPD activities, and
 - c. your reflection on how these CPD activities are expected to improve, or have improved your practice.

Psychology only

3. complete at least 10 hours of peer consultation in addition to 20 hours of CPD activities

All practitioners are encouraged to do CPD on Aboriginal and Torres Strait Islander cultural safety (see definitions section for the definition of cultural safety). Each Board will set out cultural safety training requirements in a proposed Cultural Safety Accreditation and Continuing Professional Development Upskilling Framework and Strategy.² The support for this training is set out in National Law amendments that started on 21 October 2022. The amendments introduce a new objective and guiding principle to the National Law that acknowledges the National Scheme's role in ensuring the development of a culturally safe and respectful health workforce that is responsive to Aboriginal and Torres Strait Islander Peoples and their health and that contributes to the elimination of racism in the provision of health services.

Additional requirements for practitioners who hold registration in more than one profession

If you hold registration in more than one profession, you must complete the required amount of CPD established by the National Board for each profession you are registered in. You may count relevant CPD activities towards each profession's requirements.

Podiatry only

Additional requirements for surgical podiatrists

If you are a surgical podiatrist you must also:

- a. complete an additional 20 hours of CPD focused on activities relating to reviewing performance and measuring outcomes, with a minimum of 10 of these hours in an interactive setting with other practitioners, and
- b. complete training in advanced life support provided by an approved training organisation.

You must have a current certificate or other evidence of successful completion of training in advanced life support issued by the approved training organisation. See the Board's website for more information.

¹ See the definition section (below) and the Board's website.

² Ahpra's Aboriginal and Torres Strait Islander Health Strategy Unit is currently working with the Cultural Safety Accreditation and Continuing Professional Development Working Group, with oversight by the Aboriginal and Torres Strait Islander Health Strategy Group, on the Cultural Safety Accreditation and Continuing Professional Development Upskilling Framework project to inform National Boards' future requirements for cultural safety training. National Boards will publish information about these requirements when available.

Professions with scheduled medicine endorsement only (except nursing and midwifery)

Additional requirements for practitioners with endorsement for scheduled medicines

If you hold an endorsement for scheduled medicines, you must complete an additional 10 hours of CPD in relation to the endorsement.

The Board has published more information on its website about CPD requirements and endorsement.

Nursing and midwifery only

Additional requirements for nurses and midwives with an endorsement

If you are a nurse or midwife who holds an endorsement for scheduled medicines or you hold an endorsement as a nurse practitioner, you must complete an additional 10 hours of CPD in relation to each endorsement.

The Board has published more information on its website about CPD requirements and endorsement.

Pro rata requirements

If you register part-way through a registration period you must complete five hours of CPD for every three months of registration remaining in the registration period (except psychology).

Psychology only

If you register part-way through a registration period, you must complete 2.5 hours of CPD for every full month that you held general registration, and one third of the pro-rata CPD must be peer consultation.

Professions with scheduled medicine endorsement only

If your registration is endorsed for scheduled medicines part-way through a registration period you must also complete a minimum of two and a half additional hours of CPD related to the endorsement for every three months of registration remaining in the registration period.

What does not count as CPD?

You may not count education, training, mentoring or supervision required by the Board or a tribunal as part of CPD, for example education required by a condition or undertaking.

Are there exemptions to this standard?

The Board may grant a full or partial exemption or variation from this standard in exceptional circumstances that result in a substantial absence from practice and create a significant obstacle to your ability to complete CPD.

The Board has published more information on its website about exemptions.

What does this mean for me?

When you first apply for registration

You don't need to meet this standard when you apply for registration in Australia for the first time as a [profession].

At renewal of registration

When you apply to renew your registration, you must comply with this standard. You will be asked to declare whether you have complied with this standard.

During the registration period

Your compliance with this standard may be audited from time to time. It may also be checked if the Board receives a notification (complaint) about you.

Evidence

You must keep records of your CPD activity and your CPD portfolio for five years.

You may be required to provide your CPD portfolio, or any other information the Board requires, to the Board.

What happens if I don't meet this standard?

The National Law establishes possible consequences if you don't meet this standard, including that:

- the Board can impose a condition or conditions on your registration, or can refuse an application for registration or renewal of registration, if you don't meet a requirement in an approved registration standard for the profession (sections 82, 83 and 112 of the National Law)

- a failure to carry out the CPD required by this standard is not an offence but may be behaviour for which health, conduct or performance action may be taken by the Board (section 128 of the National Law), and
- registration standards, codes or guidelines may be used in disciplinary proceedings against you as evidence of what constitutes appropriate practice or conduct for a practitioner (section 41 of the National Law).

More information

The Board has published more information on its website about how to meet this standard.

Authority

This standard was approved by the Ministerial Council on xxxxxx.

Registration standards are developed under section 38 of the National Law and are subject to wide-ranging consultation.

Definitions

Continuing professional development is the means by which members of the profession maintain, improve and broaden their knowledge, expertise and competence, and develop the personal and professional qualities required throughout their professional lives.

A **CPD portfolio** is a collection of information about your CPD plans/goals, the CPD activities you have done and their impact on your practice. It can be hardcopy and/or electronic documents.

Cultural safety has been defined within the National Scheme, by public consultation and rightfully decided upon by Aboriginal and Torres Strait Islander Peoples. The Codes of conduct for all registered health practitioners require practitioners to provide culturally safe care for Aboriginal and/or Torres Strait Islander Peoples. Cultural safety is defined as follows:

Cultural safety is determined by Aboriginal and Torres Strait Islander individuals, families and communities.

Culturally safe practice is the ongoing critical reflection of health practitioner knowledge, skills, attitudes, practising behaviours and power differentials in delivering safe, accessible and responsive healthcare free of racism.

To ensure culturally safe and respectful practice, health practitioners must:

- a. Acknowledge colonisation and systemic racism, social, cultural, behavioural and economic factors which impact individual and community health.
- b. Acknowledge and address individual racism, their own biases, assumptions, stereotypes and prejudices and provide care that is holistic, free of bias and racism.
- c. Recognise the importance of self-determined decision-making, partnership and collaboration in healthcare which is driven by the individual, family and community.
- d. Foster a safe working environment through leadership to support the rights and dignity of Aboriginal and Torres Strait Islander people and colleagues.

Interactive means CPD activities that involve a two-way flow of information with other practitioners.

Practice means any role, whether remunerated or not, in which the individual uses their skills and knowledge as a health practitioner in their profession. Practice in this context is not restricted to the provision of direct clinical care. It also includes using professional knowledge (working) in a direct non-clinical relationship with clients, working in management, administration, education, research, advisory, regulatory or policy development roles, and any other roles that impact on the safe, effective delivery of services in the profession.

Reflection means thinking about your learning goals, your CPD activities, what you have learnt and how you expect to improve or will improve your practice.

Review

This standard will be reviewed from time to time as required. This will generally be at least every five years.

Last reviewed: xxxxxx.

This standard replaces the previously published registration standard dated xxxxxx.