

CATEGORY 1: EDUCATIONAL ACTIVITIES		
CPD REQUIREMENT: 12.5 HOURS PER YEAR		
Subcategory	Activity	Documentation/Evidence
Online Discussion Groups	Participate in online forums (College Dermo Group, Mohs Group), other online forums as approved	Enter online
Personal Reading and Study	Includes: Formal/informal study, Cert IV, personal research, study and reading, podcasts and webinars	Enter online including journal month and year;
Meetings and Conferences	Includes ASMs, AGM's, conferences, Clinical Meetings, SCF Meetings, Grand Rounds, Symposia, Journal clubs and other relevant meetings	Sign Attendance Record
Publications and Online Material (excluding College Material)	Write/edit publications; textbooks; & chapters; journal articles; literature reviews; e-learning activities	Retain documentation/ correspondence
Supervisor/Teaching Activities	Supervise/mentor college trainees, med students, GPs, Prepare/Teach Cert IV or other formal teaching	Retain records of date, duration and clinical notes
College Educational Materials	Prepare/develop/review/evaluate/mark exams, assessments, online modules, quizzes, A to Z of Skin, ACD Examiner, Exam Author, Accessor, Training Supervisor	Retain documentation/ correspondence
Upskilling	Includes, but not limited to: Laser therapy, Mohs Micrographic Surgery, Surgical procedures, cosmetic dermatology, other	Retain documentation
eLearning Portal Modules	Complete ACD online modules	Retain documentation
Committee Work	External committees, organising committees, ACD committee, working party, project groups	Retain documentation/ correspondence
Cultural Competency	Aboriginal and Torres Strait Islander Health and Culture Module, Intercultural Competency for Medical Specialists Module	Retain documentation
Research	Survey development, clinical research projects, grant applications, Masters/PhD	Retain documentation/ correspondence
Presentations	Prepare and Present presentation/poster	Retain documentation/ correspondence
Workshops	Develop, evaluate, participate, or run a Workshop	Retain documentation/ correspondence

CATEGORY 2: PERFORMANCE REVIEW		
CPDP REQUIREMENT: Complete 1 CPD PROFESSIONAL DEVELOPMENT PLAN Minimum 5 hours per year. Minimum 25 hours combined with Category 3		
Subcategory	Activity	Documentation
Professional Development Plan (Mandatory)	Complete 1 Professional Development Plan	Retain completed document
QA Management	Participate in QA meetings, peer training, clinical practice operations meetings, QA Committees, Clinical Governance	Sign Clinical Practice Operations Meetings Record
Clinical Review Meetings	Morbidity and Mortality Meetings, Multidisciplinary team meetings, presenting at grand rounds, Pathology audit, Case review meetings	Retain documentation/ correspondence
Peer Review/Feedback	Peer review, involvement in peer review group discussions, workplace performance appraisal, mentoring review, 360-degree multisource feedback, teaching reviews.	Retain documentation/ correspondence
Medical Indemnity	Attend medical indemnity meetings/workshops/webinars on performance review	Record of attendance provided by company
Wellness Survey	Medical indemnity providers wellness/medical health questionnaires	Retain completion certificate
Performing a Procedure with a Peer	Performing a procedure with a peer	Retain documentation/ correspondence
Peer Review of Journal Articles	Peer review of journal articles if article discussed is one a participant has authored	Retain documentation/ correspondence
ACD Site Visits Feedback and Reflection	ACD practice visits/site accreditation, visiting Fellow performance feedback and reflection	Retain documentation/ correspondence
Satisfaction Questionnaires	Practice visit patient satisfaction questionnaire, self-adapted satisfaction questionnaire	Retain documentation/ Correspondence
Other	Other performance review activities	Retain documentation/ correspondence

CATEGORY 3: MEASURING OUTCOMES		
CPDP REQUIREMENT: Minimum 5 hours per year. Minimum 25 hours combined with category 2.		
Subcategory	Activity	Documentation
Clinical Audit	Surgical Audit (MOHS), management of a specific clinical issue, adherence to standards/guidelines,	Retain completed audit document
Non-Clinical Audit	Audit of: Medicolegal reports, cultural safety, recommendations uptake, workplace assessment reports, supervision, record keeping, funding success, bullying/harassment, standards of confidentiality, data security etc.	Retain completed audit document
Quality Improvement Project	Undertake a quality improvement project in your practice.	Retain documentation
Resources based on review	Develop or review educational resources (ACD, University, hospitals) based on reviewing resources. Leading, analysing, and writing reports on healthcare outcomes	Retain documentation/ correspondence
Research	Research project involving analysis and reflection of outcomes	Retain documentation
Review of Medical Records	Medicolegal work (report, expert witness), Clinical case review, root case analysis	Retain documentation
ACD Site Visits	ACD Accreditation visit report, ACD practice visits – visiting Fellow final written report including review	Retain documentation
Other	Other measuring outcomes related activities	Retain documentation/ correspondence