



## THE AUSTRALASIAN COLLEGE OF DERMATOLOGISTS

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### CONTINUING PROFESSIONAL DEVELOPMENT

### APPLICATION FOR ACCREDITATION OF ACTIVITY

**Please complete this application form if you wish to apply for College accreditation of an activity for CPD points.**

The proposed activity must satisfy the following requirements:

- A clear educational structure, including aims and objectives, must be supplied
- The content must be clearly linked to clinical dermatology, medical education, quality management and/or professionalism and ethics
- The delivery must be by leaders in the field
- An evaluation form of the activity must be provided to the participant (provide copy)
- Certificates of participation should be issued to participants (provide copy)
- Once the activity is accredited, there is no expiry on the accreditation. If changes are made to the activity after accredited, you must re-apply for accreditation

**Activity Name:**

**Activity Provider:**

**Date(s):**

**Contact Name:**

**Contact Phone:**

**Contact Email:**

**Please tick the relevant activity you wish to be accredited**

#### CATEGORY 1: CLINICAL & EDUCATION: MAINTENANCE OF CLINICAL KNOWLEDGE & SKILLS/RESEARCH, LEARNING & TEACHING (minimum 10 points over a 2 year period)

Level 1 – Passive (1 point/hour pro rata)

Subcategory	Activity	
Online Discussion Groups (capped at 20 points per year) FORUM	Participate in Dermo Group	<input type="checkbox"/>
	Participate in Online Discussion Group	<input type="checkbox"/>

Meetings and Conferences MEET	Attending Scientific Meetings And Conferences	<input type="checkbox"/>
	Clinical Meetings & SCF Meetings & Updates	<input type="checkbox"/>
	Grand Rounds	<input type="checkbox"/>
	Other Meetings	<input type="checkbox"/>
	Symposia sponsored by the pharm. industry	<input type="checkbox"/>
Personal Reading and Study STUDY	Undertake formal study	<input type="checkbox"/>
	Undertake online quizzes and/or learning	<input type="checkbox"/>
	Undertaking personal reading, research and study	<input type="checkbox"/>

### Level 2 – Active / Reflective (2 points/hour pro rata)

Subcategory	Activity	
College Educational Materials EDMAT	Exam marker & moderator of written & online exams	<input type="checkbox"/>
	Peer review & evaluate exams and online learning material	<input type="checkbox"/>
	Prepare & develop exams and assessments	<input type="checkbox"/>
	Prepare & develop online learning modules; quizzes	<input type="checkbox"/>
Presentations PRES	Prepare and Present presentation	<input type="checkbox"/>
	Preparing poster display for conference/meeting	<input type="checkbox"/>
Publications and Online Material (excluding Educational Material) PUBS	Edit publications; textbooks; & chapters; journal articles; literature reviews; e-learning activities	<input type="checkbox"/>
	Review publications; textbooks; & chapters; journal articles; literature reviews; e-learning activities	<input type="checkbox"/>
	Write publications; textbooks; & chapters; journal articles; literature reviews; e-learning activities	<input type="checkbox"/>
Small Group Activities (Max 12 attendees) SGM	Participate in case conferencing	<input type="checkbox"/>
	Participate in journal clubs	<input type="checkbox"/>
	Participate in small group meetings	<input type="checkbox"/>
Supervisor/Teaching Activities TEACH	Certificate IV in training and assessment	<input type="checkbox"/>
	Prepare & conduct formal teaching	<input type="checkbox"/>
	Supervise/mentor college trainees, med students, GPs	<input type="checkbox"/>
Workshops WKSHOP	Developing a Workshop	<input type="checkbox"/>
	Evaluating a Workshop	<input type="checkbox"/>
	Participate in a Workshop	<input type="checkbox"/>
	Run a workshop	<input type="checkbox"/>

### Level 3 – Active / Reflective (3 points/hour pro rata)

Subcategory	Activity	
Upskilling UPSKIL	Laser therapy	<input type="checkbox"/>
	Mohs Micrographic Surgery	<input type="checkbox"/>
	Surgical procedures	<input type="checkbox"/>
Research RESH	Participate in clinical trials	<input type="checkbox"/>
	Participate in dermatological research	<input type="checkbox"/>

## CATEGORY 2: QUALITY ASSURANCE: QUALITY IMPROVEMENT AND RISK MITIGATION (QA) (minimum 10 points over a 2 year period)

### Level 1 – Active / Reflective (5 points/hour pro rata)

Subcategory	Activity	
QA Management QAMGT	Participate in clinical practice operations meetings	<input type="checkbox"/>
	Participate in hospital QA meetings	<input type="checkbox"/>

	Participate in peer training	<input type="checkbox"/>
Medical Indemnity MIMW	Attend medical indemnity meetings & workshops	<input type="checkbox"/>
	Participate in medical indemnity webinars	<input type="checkbox"/>

### Level 2 – Active / Reflective (6 points/hour pro rata)

Subcategory	Activity	
Quality Assurance/ Risk Management PRAREV	Develop practice review	<input type="checkbox"/>
	Complete practice review	<input type="checkbox"/>
	Implement practice review	<input type="checkbox"/>
	Evaluate practice review	<input type="checkbox"/>
	Practice peer review	<input type="checkbox"/>
	IT improvement practice review	<input type="checkbox"/>
	Participate and/or perform hospital QA procedural skills	<input type="checkbox"/>
	Complete hospital clinical audits	<input type="checkbox"/>
	Peer review hospital QA activities	<input type="checkbox"/>
Reflection REFLP	Complete learning & professional reading reflection	<input type="checkbox"/>
	Complete workplace reflection	<input type="checkbox"/>
	Complete a CPD Learning Plan	<input type="checkbox"/>

## CATEGORY 3: PROFESSIONALISM: CULTURAL AWARENESS, ETHICS AND ADVOCACY (minimum 10 points over a 2 year period)

### Level 1 – Passive (2 points/hour pro rata)

Subcategory	Activity	
AGM Attendance AGM	Attend Annual General Meetings	<input type="checkbox"/>
GBM Attendance GBM	Attend General Business Meetings	<input type="checkbox"/>

### Level 2 – Active / Reflective (5 points/hour pro rata)

Subcategory	Activity	
Committee/ Taskforce CTE	Participate in other Medical Colleges/Associations	<input type="checkbox"/>
	Participating in College committee/task force	<input type="checkbox"/>
Professional Skills Workshop	Participate in other workshops	<input type="checkbox"/>

**Any other comments:**

Please provide any supporting documentation and return with application via email to [jannet@dermcoll.edu.au](mailto:jannet@dermcoll.edu.au) or at our postal address: PO Box 3785, Rhodes, NSW 2138.