



# Recency of Practice Policy

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|------------------------------|----------------------------------|
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| Policy Area:                 | CPD                              |
| Policy Author:               | CPD Committee                    |
| Contact:                     | Director, Education Services     |
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| Related Policies/Regulations |                                  |

## DEFINITION

**Practice** means any role, whether remunerated or not, in which the individual uses their skills and knowledge as a health practitioner in their profession. For the purposes of this registration standard, practice is not restricted to the provision of direct clinical care. It also includes using professional knowledge 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 safe, effective delivery of services in the profession.

Fellows who intend leaving practice for extended periods due to illness or other personal reasons may apply to be considered for a period of exemption from CPD requirements until they return to practice.

The specific requirements for recency depend on the level of experience and the length of absence from practice.

Fellows who are enrolled and complying with the College's Continuing Professional Development program are exempt from fulfilling the recency of practice requirements below:

## REQUIREMENTS

1. For Fellows and non member CPD Participants returning to practice, provided they have at least two years' experience prior to the absence:
  - (a) **Absence less than one year** – no specific requirements to be met before recommencing practice.
  - (b) **Absence between one and three years:**

|  |                                       |
|--|---------------------------------------|
| Absent for 2 years 7 months - 3 years          | 100 points of CPD activities required |
| Absent for 2 years 1 month – 2 years 6 months: | 75 points of CPD activities required  |
| Absent for 19 months – 2 years:                | 50 points of CPD activities required  |
| Absent for 16 -18 months:                      | 25 points of CPD activities required  |
| Absent for 13 -15 months:                      | 10 points of CPD activities required  |

to be met before recommencing practice.

(c) **Absence greater than three years** – provide a plan for professional development and for re-entry to practice to the Board of Directors.

2. **For Fellows and non member CPD Participants returning to practice after an absence of 12 months or longer, and who have had less than two years' experience prior to the absence** – required to commence work under supervision in a training position approved by the Board of Directors.

The Board of Directors, and on advice from the Professional Standards Committee, will assess any application to return to practice for any Fellow and/or non member CPD participant who has been out of practice for more than three years; or for a Fellow and/or non member CPD participant who has been out of practice for more than 12 months and has less than two years post graduation experience.

Fellows will be required:

- To submit to the Honorary Secretary:

An application for resumption of active practice status.

A letter detailing period of absence from practice, plans to resume practice and as much information as possible.

- A CPD and re-entry to practice plan (if applicable).
- To pay applicable membership subscriptions to College.

Outcomes of the assessment process may include but are not limited to:

- Resumption of practice with no additional requirements.
- Resumption of practice with a mentor for a defined period.
- Assessment by interview including discussion of clinical scenarios.
- Requirement to complete additional assessment tasks such as ProDA or Derm-CEXs.
- Complete a period of supervised practice.

A letter outlining the outcomes of the Board of Directors' deliberations will be issued to the Fellow under the signature of the Honorary Secretary. This will outline the summary of the process and the decision reached.

**Further information on Recency of Practice Registration Standard can be obtained at**  
<http://www.medicalboard.gov.au/Registration-Standards.aspx>