

CPD for General Practice Medical Educators 2023

June 2023



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The Royal Australian College of General Practitioners Ltd
100 Wellington Parade
East Melbourne, Victoria 3002

Tel 03 8699 0414
Fax 03 8699 0400
www.racgp.org.au

ABN: 34 000 223 807

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CPD for General Practice Medical Educators

A guide to the recognition of CPD hours for GP Medical Educators

June 2023

Purpose

This guide outlines how the RACGP will **recognise and record** CPD hours for eligible GP medical educators acknowledging the professional development that occurs when designing and delivering educational activities for registrars and GP supervisors.

Background

From 2023, GPs, like all doctors, will be required to complete 50 hours of CPD each year. CPD activities must include of a mix of:

- **Educational activities (EA)** - Activities that expand General Practice knowledge skills and attitudes, related to the GP's scope of practice.
- **Measuring outcomes (MO)** - Activities that use a GP's work data to ensure quality results; and
- **Reviewing performance (RP)** - Activities that require reflection on feedback about a GP's work

Being a GP medical educator is an important special interest within the GP specialty. Professional development (PD) activities that advance a GP medical educator's knowledge and skills in their special interest area have long been accepted as forming part of a GP's Continuous Professional Development (CPD) activities. Additionally, when teaching, mentoring, and assessing another medical practitioner, the GP learner advances their core general practice knowledge and skills. This is because these activities involve reflection-on-action through interacting with a colleague, deconstructing clinical decisions, and sharing and testing ideas and skills. These are activities that meet the reviewing performance (RP) and measuring outcomes (MO) CPD categories.

In 2023 the RACGP will automatically record a substantial portion of each GP medical educators' CPD requirements in recognition of the professional development that occurs whilst educating GP registrars. A GP medical educator, like every GP, should consider the breadth of their learning needs and undertake CPD that meets these needs. A medical educator is not obligated to accept the automatic allocation of hours and will still need to complete other PD activities to complete their annual CPD requirement of 50 hours.

Medical Educator CPD

CPD activities that form part of your role as a medical educator and are therefore included in the automatically recorded portion of CPD include but are not limited to:

- management and facilitation of out of practice a small group learning sessions for GP registrars
- undertaking clinical teaching visits
- contributing to registrar workplace-based assessment feedback
- providing exam preparation support for registrars
- supporting in-practice supervisors with teaching and supervision as well as their professional development.

How will CPD for Medical Educators be applied?

Who: This simplified process applies to active RACGP Medical Educators formally working in the Australian General Practice Training program (AGPT) and the Fellowship Support Program (FSP).

Non-RACGP, casually employed MEs or external medical educators can self-record their medical educator CPD via [QuickLog](#).

What: RACGP Medical Educators will automatically be allocated 30 hours of CPD. The allocation will cover all three of the MBA activity types: EA, RP and MO. CPD recognition will be automatically allocated to GP medical educators' 2023 RACGP CPD statements by the RACGP.

When: CPD hours will be allocated in June 2023. Medical educators who join the program after June 2023 should contact the CPD team for advice about their ME CPD.

Medical Educators in 2023*	
30 hours of CPD	5 hours of Educational Activities (EA)
	20 hours Reviewing Performance (RP)
	5 hours Measuring Outcomes (MO)

*Automatically awarded to RACGP MEs employed in GP Training at least 0.2 FTE. The hours provided in the table above are based on the portion of the time spent in the ME role directly contributing to GP professional development. Medical educators who believe they will spend less time on ME CPD in 2023 than the automatically allocated hours can contact their local CPD Program Coordinator to have their hours adjusted. Where medical educators undertake additional CPD specific to their ME role, this can be self-recorded. Remaining CPD requirements can be met in whatever way best suits the professional development needs relative to the individual's scope of practice (see below suggestions)

Recording Casual External clinical teaching visits (ECTV)

While ECTVs are primarily focused on the learning of the GP registrar, they often also give the visitor an opportunity to reflect on their own clinical decision making, as well as their approach as a GP. Following an ECTV that you feel has provided an opportunity to reflect on or review your own practice, you can record this as a Reviewing Performance activity for your CPD.

Use the prefilled quick log below:

You can use this [prefilled quick log](#) to record your ECTV Reviewing Performance time. Simply select the date of the visit, indicate the amount of time relevant to reviewing your own performance and add any notes you'd like to include then select **Submit**. What you capture may reduce over time and number of visits attended, for example you may capture 3 hours for your first visit but with reducing hours captured the more visits you do per year so that by your 3rd visit you may only be capturing 1 hour of CPD.

ECTV pre-filled quick log



Simple solutions to meet your remaining CPD requirements.

Undertaking RACGP led educational activities such as:

- *gpLearning* online module relevant to medical educators such as one of the *Medical education* modules,
 - i. Medical Education: Dealing with difficulties – Performance Issues
 - ii. Medical Education: Feedback, Assessment and Evaluation – giving and receiving feedback
- attend a RACGP GP or other medical educator event/activity
- participate in an education research project or
- reviewing or updating standards for the College.

This CPD will all be automatically credited to your my CPD home.

Complete a unit of *check* (browse myCPD Home via our website or mobile app)

- Completion of a unit of *check* will provide you with up to 10 hours of CPD (*Educational Activity/Reviewing Performance*)

This CPD will all be automatically credited to your my CPD home.

CPD you do in your workday:

- Professional reading, such as AJGP articles (*Educational Activity*)
- On-demand webinars or podcasts (*Educational Activity*)
- Clinical advice that you obtain from those inside or outside your practice (*Reviewing Performance / Measuring Outcomes*)

This CPD can be 'Quick logged' through your myCPD home or myCPD app.

Log GP-led activities (in practice group activities)

The following activities can help contribute to your reviewing performance and/or measuring outcomes activity.

- Practice meetings
- Peer group learning
- Patient or peer feedback (multisource feedback)
- Plan, do, study, act
- Random case analysis
- Case-based discussion

This CPD will need to be entered via the [GP-led activity form](#) in your myCPD home or myCPD app.

Browse myCPD Home

- find a workshop, conference, webinar or online course offered by the RACGP or one of our CPD providers.
- Many CPD activities can contribute to both your Educational Activities/ Reviewing Performance hours.

This CPD will all be automatically credited to your my CPD home.

Your Professional Development Plan (up to 5 hours of *Reviewing Performance*).

- Log into RACGP's myCPD home and use the PDP tool, or upload your own PDP

This CPD will need to be entered by you in the PDP section of your myCPD home.

A mini audit to evaluate patient care or practice-based processes (approx. 5-6 hours of *Measuring Outcomes*).

Decide your audit focus. Undertake your audit over a fixed period or with a set number of patients. Extract a small defined set of practice data or focus on prospective patients.

This CPD can be managed online through *gplearning*, completed through an education provider's site, entered into an audit template or Quick logged in your myCPD home or myCPD app.

* According to the Medical Board of Australia CPD must include a range of activities to meet individual learning needs so your annual CPD must be relevant to your scope of practice enabling you can maintain, develop, update and enhance your knowledge, skills and performance and deliver appropriate and safe care. You are encouraged to consider the full breadth of your learning needs and undertake CPD to address those needs.