

Activity Framework

MINIMUM REQUIREMENTS

100 points per cycle

Must include:

- 20 points from Activity Group 1 (Self-Learning)
- 20 points from Activity Group 2 (Group Learning)
- 20 points from Activity Group 3 (Quality Assurance and Patient Safety Activities)

A Fellow's Personal CPD Plan including individual activity and cycle end evaluation (see framework below for point details). A CPD Plan will not be subject to an audit.

Activity Group 1. Self-Learning Activities:

MINIMUM POINT REQUIREMENT FOR ACTIVITY GROUP 1 = 20 POINTS PER CYCLE

Category 1A: Passive Self Learning

1 point per hour

Self-directed reading and learning activities that are undertaken by the individual Fellow on topics relevant to the practice of intensive care.

Examples: journal reading, e-learning activities, learning through audio and video tapes

Documentation examples: diary entries and completed programs where available

Category 1B: Active or Interactive Self-Learning

2 points per hour

Structured projects that are planned and undertaken by the individual with the goal of improving particular aspects of their practice. The activities should be learner initiated and have clear educational objectives.

Examples: formal hospital attachments, specific learning projects with documentation of an evaluation process, a formal course of study such as a PhD, Masters or Diploma, the development of the Fellow's Personal CPD Plan at the beginning of the cycle.

Documentation examples: course registration, programs, enrolment acknowledgements, completed education material.

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Activity Group 2. Group Learning Activities:

MINIMUM POINT REQUIREMENT FOR ACTIVITY GROUP 2 = 20 POINTS PER CYCLE

Category 2A: Passive Group Learning

1 point per hour

These are formal education sessions that can involve large and small groups of participants. The activities provide information and skills to improve clinical practice in intensive care.

Examples: College ASMs, conferences, lectures, meetings, hospital grand rounds, e-linked conferencing etc.

Documentation examples: meeting program, attendance certificate, record of attendance, minutes.

Category 2B: Active or Interactive Small Group Learning Activities

2 points per hour

Educational group meetings that usually have a small number of participants. They have an emphasis on audience participation and information exchange.

Examples: group discussions, seminars, workshops.

Documentation examples: meeting program, attendance certificate, record of attendance, minutes.

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Activity Group 3. Quality Assurance and Patient Safety Activities:

MINIMUM POINT REQUIREMENT FOR ACTIVITY GROUP 3 = 20 POINTS PER CYCLE

Category 3A: General Quality Assurance and Patient Safety Activities

2 points per hour

These activities are not directly related to a Fellow's individual practice yet still provide learning opportunities.

Examples: personal participation in clinical audits, patient surveys, critical reviews, morbidity and mortality meetings, peer reviews (including in-training assessments by Supervisors of Training), national, regional, or hospital QA committee meetings or hospital management meetings with a primary QA content, inspector at hospital accreditation visits.

Documentation examples: attendance records, minutes, meeting program, for a clinical audit documentation must be available to show that planning, implementation and analysis of results were undertaken.

Category 3B: Quality Assurance and Patient Safety Activities - directly related to personal practice

3 points per hour

These activities involve a review of the individual Fellow's practice. This may be a review of one or more aspects of the Fellow's practice, such as a self-assessment test or a Professional Practice Review. All aspects of a Fellow's professional practice are relevant.

The final evaluation of the Fellow's Personal CPD Plan at the end of the cycle can be claimed under this section.

Other examples: formal audit of own practice, peer review of own practice, self-assessment tests, practical skills workshops, simulator and skills courses, professional practice review, hospital attachments

Documentation examples: attendance certificate, meeting program, course registration or enrolment.

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Activity Group 4. Activities that Enhance Education and Research

NO MINIMUM REQUIREMENTS

Category 4A: Teaching and Training

1 point per hour

Activities directly related to education or training.

Examples: teaching of health professionals including other Fellows, trainees, nurses & allied health professionals, presentations at educational, academic or scientific meetings, examining in college approved exams, preparation of formal teaching material e.g. courses accredited for points by CICM.

Documentation examples: meeting agendas, reports, minutes.

Category 4B: Research

1 point per hour & 5 points per publication

Involvement in research – preparation of grants, proposals and trials, review of manuscripts for professional journals, review of grants for grant providing bodies and involvement in research ethics committees, publication of research in recognised medical journals.

Documentation examples: reprints of papers, copies of protocols, policies, books, chapters and invitations to review manuscripts and theses.

Activity Group 5. Non-Clinical Professional and Personal Advancement Activities:

NO MINIMUM REQUIREMENTS

Category 5A: Medical Committee Work

1 point per hour

Relevant administrative work in formal committees of hospitals, colleges, professional medical organizations related and relevant to the Fellow's practice as an intensive care specialist.

Examples: CICM Board, regional CICM committee, hospital CME/Ethics/Pharmaceutical/ Safety committee, national professional institutions.

Documentation examples: meeting agendas, reports, minutes.

Category 5B: Personal Advancement

Points to be allocated by CPD officer

Activities not necessarily directly related to individual practice in intensive care, but that foster personal development and work-life balance in intensive care.

Examples: educational activities related to racial and cultural tolerance, educational activities related to workplace stress, ethical behavior, practice management etc. sabbaticals, overseas aid work.

Documentation examples: CPD Officer will advise.