

CPD Credit Point System for

Medical Officers, Dental Officers & Pharmacists

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A1	Congress/Conference (Local/international)	20 per conference	<p>A conference should:</p> <p>a. Be conducted not less than 3 full days, a full day being 5-8 hours.</p> <p>b. Involve speakers of international standing.</p> <p>c. Contain plenary lectures / symposia.</p> <p>d. Allow presentation of free communication / poster, etc.</p>	20
A2	<p>Scientific Meetings of Chapters of Academy/ Universities/ Colleges/Association/Institutions/ Ministry of Health & others</p> <p>a. Less than 2 hours b. 2-4 hours (1/2 day) c. 5-8 hrs (full day) d. 2 full days e. 3 or more full days.</p>	<p>1 point</p> <p>2 points</p> <p>3 points</p> <p>6 points</p> <p>10 points</p>		20
A3	<p>Workshops/ Courses/ Fellowships/ attachment etc. (include hands-on & skills courses)</p> <p>a. Half day (2-4 hours)</p>	4 points	For professional attachment, credit points are awarded to participants	30

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	<ul style="list-style-type: none"> b. Full day (5-8 hours) c. 2 full days d. 3 or more full days e. Skills accredited structured courses by specific disciplines (e.g. ALS, PALS, NRP, MTLs) f. Study Tour 	<ul style="list-style-type: none"> 6 points 10 points 15 points 20 points 5 points 	from outside the place of work, e.g. Tertiary Hospitals, University Hospitals.	
A4	CME sessions/ other professional activities e.g. Topic seminar, Forum, Lectures, Journal Club, Formal Ward rounds (teaching rounds), Clinic attendance, Hospital clinical meeting, Video show, Video conferencing, Reflective Notes, Morbidity and mortality reviews, Epidemiological reviews	1 point/ hour	For ward rounds credit points are awarded to participants from outside own hospital/ establishment, e.g. Private practitioners, verified by the CPD Chairman of that institution.	20
A5	<p>Presentation at accredited meeting</p> <ul style="list-style-type: none"> - Plenary lecture/long paper (>45 min.) / Free paper / short paper - Others lectures/ talks e.g. Visiting lecture, Hospital clinical meeting, CME sessions, Public meeting, Giving talk /public advice, Lectures to NGO/ radio or TV talk, Technical briefing/ update. 	<ul style="list-style-type: none"> 10 points 5 points 	<p>These credit points are in addition to full delegate attendance at congresses, scientific meetings or workshops. Otherwise only credit points for presentation are attainable.</p> <p>Visiting lecture – Where one is officially invited to give a lecture at venue/ function away from one's principal place of practice.</p>	20

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A6	<p>Publication of articles in journal/ chapters in book /reports</p> <p>a. Indexed/ Peer reviewed Journal (authors)</p> <p>b. Non-indexed journal (authors)</p> <p>c. Chapter in book - each chapter</p> <p>d. Reports e.g. Technical report, working papers, etc.</p>	<p>20 points</p> <p>10 points</p> <p>10 points</p> <p>10 points</p>	<p>An indexed journal is one which has international standing and is listed in the Index Medicus or similar indexing system.</p> <p>Maximum for writing chapters in a book is 20.</p>	30
A7	<p>Self-study/ Group study/ Distance learning e.g.</p> <p>Reading scientific papers from indexed journals, Audio-visual, Organized group discussion under accredited co-coordinator</p>	1 point/paper or session	<p>Documented evidence (with verification) needs to be produced e.g:</p> <p>a) Self study – Self administered MCQ</p> <p>b) Documented evidence in the form of synopsis/ evidence table</p> <p>Each individual is personally responsible to source for and read relevant PTK materials.</p>	20
A8	CME Online	1 point/article or session	The CPD Board is ultimately responsible for accreditation of the providers.	20
A9	<p>Post-basic courses</p> <p>a. 1-2 weeks</p> <p>b. 2-4 weeks</p> <p>c. >1-3 months</p> <p>d. >3-6 months</p> <p>e. >6 months – 1 yr</p>	<p>10 points</p> <p>12 points</p> <p>15 points</p> <p>20 points</p> <p>30 points</p>	<p>These should be:</p> <p>a. Conducted by relevant recognized authorities - local or international</p> <p>b. Verified by the CPD committee</p> <p>c. Points are given only once, upon completion of studies.</p>	30

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A10	a. Degree, Masters Programs, Postgraduate programmes (for each stage of examination passed) b. PhD/DrPH c. Advanced Diploma/Subspecialty training	50 points 50 points 50 points	Allowed to also get points from other categories / sections	50
A11	Involvement as committee or project member a. Quality Initiatives eg. KMK, Innovations, TQM, Accreditation, ISO, etc b. Research projects (as researcher/ collaborator) c. Training activities (as facilitator/ trainer)	5 points for involvement in each area		20
B1	Editor Member of Editorial Board Referee/ reviewer (per article)	10 points 5 points 5 points	Pertaining to production of journals, special reports, bulletins, newsletters etc.	10
B2	Other supporting activities related to personal development and self-improvement: Leadership, Management, IT, Organizing Committee/Secretariat, Innovation, Arts, music, Languages, Teamwork, Member of professional body, etc a. Local level	2 points /activity	These activities are not restricted to MOH functions e.g. involvement in PIBG may also be considered.	10

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	b. State level c. National level d. International level	3 points /activity 5 points /activity 10 points /activity	Documented evidence (with verification) needs to be produced)	

Note:

1. Maximum points refers to maximum that will be accepted for each category, and will be taken into account for the annual CPD/*PTK* points (e.g. attending 3 conferences in one year will only result in a maximum of 20 points being awarded).
2. For all activities, certificates of attendance, certified attendance lists, or other evidence for verification are required.

Table 1: CPD Credit Point System for Allied Health Professional

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A1	<p>Attended Congress/Conference in related field/core business (Local/ international)</p> <p>a. 3 full days (5-8 hrs/day) b. 2 full days c. 1 full day</p>	<p>20 per conference</p> <p>20 points 15 points 10 points</p>	<p>A conference should:</p> <p>a. Involve speakers of international standing. c. Contain plenary lectures / symposia. d. Allow presentation of free communication / poster, etc.</p>	20
A2	<p>Attended Scientific Meetings of Chapters of Academy/ Universities/ Colleges/Association/ Institutions/ Ministry of Health & other related agencies</p> <p>a. Less than 2 hours b. 2-4 hours (1/2 day) c. 5-8 hrs (full day) d. 2 full days e. 3 or more full days</p>	<p>1 point 2 points 3 points 6 points 10 points</p>	<p>a. The scientific paper must involved any local/ international practitioner/academia b. Should be able to disseminate new knowledge, practices and methods of improving current practices.</p>	20
A3	<p>Attended Workshops/ Courses/ Fellowships/ attachment etc. (include hands-on & skills courses)</p> <p>a. Half day (2-4 hours) b. Full day (5-8 hours) c. 2 full days d. 3 to 14 full days e. 14 full days or more</p>	<p>4 points 6 points 10 points 15 points 20 points</p>	<p>The activity should be as follows:</p> <p>a. Competency related program. b. For professional attachment, credit points are awarded to participants from outside the place of work, e.g. Tertiary Hospitals, University Hospitals.</p>	30

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	<p>f. Skills accredited structured courses by specific disciplines e.g. Advance Life Support (ALS)</p> <p>g. Study Tour</p>	<p>20 points</p> <p>5 points / activity</p>	<p>c. Study tour must be field related.</p>	
A4	<p>Attended CME sessions/other professional activities e.g. Topic seminar, Forum, Lectures, Journal Club, Formal Ward/Teaching rounds, Clinic attendance, Hospital clinical meeting, Video show, Video conferencing, Reflective Notes, Morbidity and mortality reviews, Epidemiological reviews</p>	<p>1 point/ session</p>	<p>For ward rounds, credit points are awarded to participants.</p>	<p>20</p>
A5	<p>Presentation at official meetings/functions:</p> <p>a. Plenary lecture/long paper (45 minutes or more) / free paper /short paper</p> <p>b. Poster presentation in related field / core business</p> <p>c. Others;</p> <p>i. Visiting lecture</p> <p>ii. Hospital clinical meetings</p>	<p>10 points</p> <p>7 point</p> <p>5 points</p>	<p>These credit points are in addition to full delegate attendance at congresses, scientific meetings or workshops. Otherwise only credit points for presentation are attainable.</p> <p>Visiting lecture – Where one is officially invited to give a lecture at venue/</p>	<p>20</p>

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	iii. CME sessions iv. Public meetings v. Public talks vi. Lectures to NGOs/ radio or TV talks vii. Technical briefings / updates.		function away from one's principal place of practice. For poster presentation, credit points are awarded to the presenter.	
A6	Publication of articles in journal/ chapters in book /reports a. Indexed/ Peer reviewed Journal (authors) b. Non-indexed journal (authors) c. Chapter in book - each chapter d. Reports e.g. Technical report, working papers, etc.	20 points 10 points 10 points 10 points	An indexed journal is one which has international standing and is listed in the Index Medicus or similar indexing system. Maximum for writing chapters in a book is 20.	30
A7	Self-study/ Group study/ case study / Distance learning e.g. Reading scientific papers from indexed journals, Audio-visual, Organized group discussion under accredited co-coordinator	3 point / paper or session	Documented evidence (with verification) needs to be produced e.g: a) Self study – Self administered MCQ b) Documented evidence in the form of synopsis/ evidence table	20
A8	CME Online	1 point / article or session	The CPD Board is ultimately responsible for accreditation of the providers.	20

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A9	<p>Attended Post-basic courses / further training</p> <p>a. 1-2 weeks b. 2-4 weeks c. 1-3 months d. 3-6 months e. 6 months to 1 year</p>	<p>10 points 12 points 15 points 20 points 30 points</p>	<p>These should be:</p> <p>a. Conducted by relevant recognised authorities, local or international b. Verified by the CPD committee c. Credit points given only once, upon completion of studies.</p>	30
A10	<p>Basic Degree / Masters Degree / Postgraduate Diploma / PhD / DrPH / Subspeciality training</p>	50 points	<p>Allowed to also get credit points from other CPD categories.</p> <p>Credit points given only once, upon completion of studies.</p>	50
A11	<p>Involvement as committee or project member:</p> <p>a. Quality Initiatives eg. KMK, Innovations, TQM, Accreditation, ISO, SOP /guidelines (CPG), CPD-PTK , MQA etc b. Training activities (as facilitator/ trainer / c. Technical meetings d. Research projects: i. Principal researcher ii. Collaborator</p>	<p>5 points 5 points 5 points 10 points 5 points</p>		20
B1	<p>Editor Member of Editorial Board Referee/ reviewer (per article)</p>	<p>10 points 5 points 5 points</p>	<p>Pertaining to production of journals, special reports, bulletins, newsletters etc.</p>	10

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
B2	<p>Other supporting activities related to personal development and self-improvement:</p> <p>Leadership, Management, IT, Organizing Committee/Secretariat, Innovation, Arts, music, Languages, Teamwork, Member of professional body, etc</p> <p>a. Local level</p> <p>b. State level</p> <p>c. National level</p> <p>d. International level</p>	<p>2 points /activity</p> <p>3 points /activity</p> <p>5 points /activity</p> <p>10 points /activity</p>	<p>a. These activities are not restricted to MOH functions e.g. involvement in PIBG may also be considered.</p> <p>b. Documented evidence with verification need to be produced</p>	10
B3	<p>Attended Annual General Meeting of Societies / Association / NGO registered with Registrar Of Society (ROS)</p>	1 Points	Certified attendance	5

Note:

1. Maximum points refers to the maximum that will be accepted for each category, and will be taken into account for the annual CPD/PTK points (e.g. attending 3 conferences in one year will only result in a maximum of 20 points being awarded).
2. For all activities, Certificates of Attendance, certified attendance lists, or other evidence for verification are required.
3. Compulsory CPD credit points from various categories will be considered for the purpose of attaining level IV of PTK-CPD. (Please refer to CPD-LB Form)

**CPD Credit Point System for
Research Officers**

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A1	Congress/Conference (Local/ international)	10	A conference should: a) Be conducted not less than 3 full days, a full day being 5-8 hours. b) Involves speakers of international standing. c) Contains plenary lectures / symposia. d) Allows presentation of free communication / poster, etc.	10
A2	Scientific Meetings organised by accredited CPD Providers a) Less than 2 hours b) 2-4 hours (1/2 day) c) 5-8 hrs (full day) d) 2 full days e) 3 or more full days.	1 2 3 6 10		20
A3	Workshops/ Courses/ Fellowships/ attachment etc. (include hands-on & skills courses) a) Half day (2-4 hours) b) Full day (5-8 hours) c) 2 full days d) 3 or more full days e) Skills accredited structured courses by specific disciplines f) Study Tour	4 6 10 15 20 5		30
A4	CME sessions/ other professional activities e.g. Topic seminar, Forum, Lectures, Journal Club, Research Updates, Epidemiological reviews	1		20

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A5	<p>Presentation at accredited meeting</p> <p>a) Plenary/Symposium lecture b) Oral/Poster presentation</p> <p>c) Visiting lecture/talk/ technical briefing</p>	<p>15 10</p> <p>5</p>	<p>These credit points are in addition to full delegate attendance at congresses, scientific meetings or workshops. Otherwise, only credit points for presentation are attainable.</p> <p>Visiting lecture/talk/ technical briefing means where one is officially invited to give a lecture at venue/ function away from one's principal place of work.</p>	30
A6	<p>Publication of articles in journal/ chapters in book /reports</p> <p>a. Indexed/ Peer reviewed Journal (author) b. Chapter in book - each chapter (author) c. Reports e.g. Technical report, working papers, etc. (author) e. Non-indexed journal, Annual report, Bulletin (author)</p>	<p>20 10 10</p> <p>5</p>	<p>An indexed journal is one which has international standing and is listed in the Index Medicus or similar indexing system.</p> <p>Maximum for writing chapters in a book is 20.</p>	40
A7	<p>Research patent</p> <p>a) Filing b) Patent pending c) Patent awarded d) Patent gets commercialized or licensed out or generate income to the institution, Ministry, country etc</p>	<p>3 5 15 30</p>	<p>Documented evidence (with verification) needs to be produced.</p>	30
A8	<p>Post-Doctorate Training</p> <p>f. 1-2 weeks g. 2-4 weeks h. >1-3 months</p>	<p>10 12 15</p>	<p>These should be conducted by accredited CPD Providers, locally or international. Points are</p>	30

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	i. >3-6 months j. >6 months – 1 yr	20 30	given only once, upon completion of study.	
A9	Education a) Advanced Diploma b) Masters Programs c) PhD/DrPH	15 30 40	Points are given only once, upon completion of study, with certificate/degree as proof	40
A10	Involvement in committee or research project (other than own research) a) Quality Initiatives eg. KMK, Innovations, TQM, Accreditation, ISO, etc b) As research collaborator/ management/supervisor/ external examiner c) Training activities (as facilitator/ trainer)	5 points for involvement in each area		20
B1	Edition a) Editor b) Member of Editorial Board c) Referee/ reviewer (per article)	10 5 5	Pertaining to production of journals, special reports, bulletins, newsletters etc.	10
B2	Other supporting activities related to personal development and self-improvement, Member of professional body, etc a) Local level b) State level c) National level d) International level	2 3 5 10	Points scored are per activity and these activities are not restricted to MOH functions e.g. involvement in PIBG may also be considered. Documented evidence (with verification) needs to be produced).	10

CPD CREDIT POINTS FOR TUTORS

CPD Cat.	CPD Activity Description	Points Per Activity	Criteria/explanatory Notes	Maximun Points for Annual Consideration
A1	Attend Congress/Conference (local/International)	20	Conference should be:- 1. Conducted not less than 3 full days, a full day being 5-8 hours 2. Involved speakers of international standing 3. Contain plenary lectures/symposia 4. Allow presentatio of free comunication/ poster, etc	20
A2	Attend Scientific Meetings of Chapters of Academy/Universities/Colleges/Associations/Institutions/Ministry of Health or Others a. Less than 2 hours b. 2-4 hours (1/2 day) c. 5-8 hrs (full day) d. 2 Full days e. 3 or more full days	1 2 3 6 10	Depends on the duration of the meeting.	20
A3	Workshops/Courses/Fellowships/attachment/Study tour/benchmarking (including hands-on & skill courses) a. Half day (2-4 hrs) b. Full day (5-8 hrs) c. 2 Full days d. 3 to 14 full days e. > 14 full days f. Skill Accredited structured workshops/courses by specific discipline) g. Study tour	4 6 10 15 20 20 5	For professional attachment local or overseas – Locally credit points are awarded to participants from outside the place of work e.g Tertiary Hospitals, University Hospitals Skill Accredited structured workshops/courses by specific discipline eg ALS, MTLs, PALS, NRP Study tour must be field related	20

CPD Cat.	CPD Activity Description	Points Per Activity	Criteria/explanatory Notes	Maximun Points for Annual Consideration
A4	CME sessions/other profesional activities	1/ hour	Topic seminar, Forum, Lectures, Journal Club, Formal Ward rounds (rostered teching rounds), Clinic attendance, Clinical meeting, CME sessions, Vedio show, video conferencing, Reflective Notes, Reviews – morbidity, mortality, epidemiological reviews	20
A5	<p>Presentation at accredited meeting or as a Trainer.</p> <p>-Plenary lecture/Long Paper (> 45 min.)</p> <p>-Other lectures/Talks, Visiting Lecture, Hospital Clinical meeting, CME session, Public meeting, Giving talk/public advice, Lectures to NGO/radio or TV talk, technical briefing/Update, chairman of sessions. – One is officially invited away from one’s pricipal plece of practice</p>	<p>10</p> <p>5</p>	These Credit points are in addition to full delegates attendances at congress/scientific meeting/workshop. Otherwise only credit point for presentation are attained.	20
A6	<p>Publication of original articles in journal/ Chapters in book/ reports</p> <p>a. Indexed/Peer reviewed journal</p> <p>b. Non indexed journal</p> <p>c. Chapters in book – each chapter</p> <p>d. Ministry/Division/ State technical report (Principal author, Others)</p> <p>e. CPG/SOP/Modules/Manuals</p>	<p>20</p> <p>10</p> <p>10</p> <p>10</p> <p>10</p>	Depends on the duration of the meeting.	20

CPD Cat.	CPD Activity Description	Points Per Activity	Criteria/explanatory Notes	Maximun Points for Annual Consideration
A7	Self study/Group study/Case study/Distance learning	1 / per paper or session	<ul style="list-style-type: none"> - Documented evidence (with verification) needs to be produced e.g:- Self-study–self administered questionnaires – MCQ or others - Documented evidence in the form of synopsis/evidence table 	20
A8	CME On Line	1/article or session	CPD Board is ultimately responsible for accreditation of the providers	20
A9	Post Basic Courses/ Short Courses a. 1-2 weeks b. 2-4 weeks c. >1-3 mths d. >3-6 mths e. > 6 mths- 1 year	10 12 15 20 30	<ul style="list-style-type: none"> - These courses should be conducted by relevant recognised authorities – local and internationally - Verified by the CPD committee. - Points are given only upon successfully completed the course 	30
A10	Higher Education a. Degree/Masters Programs/Post Graduate Programmes for (each stage of examination passed) b. PhD c. Advace Diploma Subspeciality training	50 50 50	<ul style="list-style-type: none"> - Only Courses related to the core Business - Verified by the CPD committee. - Credit points given only once upon completion of studies. 	50

CPD Cat.	CPD Activity Description	Points Per Activity	Criteria/explanatory Notes	Maximun Points for Annual Consideration
A11	Involvement as committee or projek member with:- a. Quality Projects (QA, QCC, Inovation TQM, MS ISO, Corporate Culture MOH, Accreditation, Star Rating , MQA CPD/PTK0	5	Verified with appointment letter by relevant authority	20
B1	a. Editor b. Member of Editorial Board c. Referee/ Reviewer (per article)	10 5 5	Pertaining to production of journals, special reports, bulletins, newsletters etc	10
B3	Other supporting activities related to personal development and self-improvement: - Leadership - Management - IT - Organizing Committee/ Secretariat - Innovation - Arts - Music - Languange - Teamwork - Member of Profesional body - Etc...Level a. Local b. State c. National d. International	2 3 5 10	These functions are not restricted to MOH functions e.g involvement in PIBG may also be considered. Documented evidence (with verification) need to be produced	10

NOTES:

1. Maximum points refer to maximum that will be accepted for each category, and will be taken into account for the annual CPD/PTK points. (e.g attending 3 conferences in one year will only result ini a maximum of 20 points being awarded).
2. For activities, certificate of attendance, certified attendance lists or other evidence for verifications are required.
3. Compulsory CPD categories crepit points from various categories will be considered for the purpose of attaining level IV of PTK-CPD.

CPD Credit Point System for

Nurses

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A1	<p>Congress/Conference (Local/ international)</p> <p>a. 3 full days (5-8 hrs/day) b. 2 full days c. 1 full day</p>	<p>20 points 15 points 10 points</p>	<p>A conference should:</p> <p>a. Be conducted not less than 3 full days, a full day being 5-8 hours.</p> <p>b. Involve speakers of international standing.</p> <p>c. Contain plenary lectures / symposia.</p> <p>d. Allow presentation of free communication / poster, etc.</p>	20
A2	<p>Scientific Meetings of Chapters of Academy/ Universities/ Colleges/Association/Institutions / Ministry of Health & others</p> <p>a. Less than 2 hours b. 2-4 hours (1/2 day) c. 5-8 hrs (full day) d. 2 full days e. 3 or more full days.</p>	<p>1 point 2 points 3 points 6 points 10 points</p>		20
A3	<p>Workshops/ Courses/ Fellowships/ attachment etc. (include hands-on & skills courses)</p> <p>a. Half day (2-4 hours) b. Full day (5-8 hours) c. 2 full days d. 3 or more full days e. Skills accredited structured courses by specific disciplines</p>	<p>4 points 6 points 10 points 15 points 20 points</p>	<p>For professional attachment, credit points are awarded to participants from outside the place of work, e.g. Tertiary Hospitals, University Hospitals.</p>	30

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	(e.g. ALS, PALS, NRP, MTLS) f. Study Tour	5 points		
A4	CNE sessions/ other professional activities e.g. Topic seminar, Forum, Lectures, Journal Club, Formal Ward rounds (teaching rounds), Clinic attendance, Hospital clinical meeting, Video show, Video conferencing, Reflective Notes, Morbidity and mortality reviews, Epidemiological reviews	1 point/hour	For ward rounds credit points are awarded to participants from outside own hospital/ establishment, e.g. Private practitioners, verified by the CPD Chairman of that institution.	20
A5	Presentation at accredited meeting - Plenary lecture/long paper (>45 min.) / Free paper / short paper - Others lectures/ talks e.g. Visiting lecture, Hospital clinical meeting, CME sessions, Public meeting, Giving talk /public advice, Lectures to NGO/ radio or TV talk, Technical briefing/ update. Chairman of sessions	10 points 5 points	These credit points are in addition to full delegate attendance at congresses, scientific meetings or workshops. Otherwise only credit points for presentation are attainable. Visiting lecture – Where one is officially invited to give a lecture at venue/ function away from one's principal place of practice.	20
A6	Publication of articles in journal/ chapters in book /reports a. Indexed/ Peer reviewed Journal (authors) b. Non-indexed journal (authors) c. Chapter in book - each chapter d. Reports e.g. Technical report, working papers, etc.	20 points 10 points 10 points 10 points	An indexed journal is one which has international standing and is listed in the Index Medicus or similar indexing system. Maximum for writing chapters in a book is 20.	30

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
A7	Self-study/ Group study/ Distance learning e.g. Reading scientific papers from indexed journals, Audio-visual, Organized group discussion under accredited co-coordinator	3 point/paper or session	Documented evidence (with verification) needs to be produced e.g: a) Self study – Self administered MCQ b) Documented evidence in the form of synopsis/ evidence table	20
A8	CME / CNE Online	1 point/article or session	The CPD Board is ultimately responsible for accreditation of the providers.	20
A9	Post-basic courses a. 1-2 weeks b. 2-4 weeks c. 1-3 months d. 3-6 months e. 6-1 years	10 points 12 points 15 points 20 points 30 points	These should be: a. Conducted by relevant recognized authorities - local or international b. Verified by the CPD committee c. Points are given only once, upon completion of studies.	30
A10	a. Degree, Masters Programs, Postgraduate programmes (for each stage of examination passed) b. PhD/DrPH c. Advanced Diploma/Subspecialty training.	50 points 50 points 50 points	Allowed to also get points from other categories / sections	50
A11	Involvement as committee or project member	5 points for		20

CPD Category	CPD Activity Description	Points per Activity	Criteria / Explanatory Notes	Maximum Points for Annual Consideration
	d. Quality Initiatives eg. KMK, Innovations, TQM, Accreditation, ISO, etc e. Research projects (as researcher/ collaborator) f. Training activities (as facilitator/ trainer)	involvement in each area		
B1	Editor Member of Editorial Board Referee/ reviewer (per article)	10 points 5 points 5 points	Pertaining to production of journals, special reports, bulletins, newsletters etc.	10
B2	Other supporting activities related to personal development and self-improvement: Leadership, Management, IT, Organizing Committee/Secretariat, Innovation, Arts, music, Languages, Teamwork, Member of professional body, etc e. Local level f. State level g. National level h. International level	2 points /activity 3 points /activity 5 points /activity 10 points /activity	These activities are not restricted to MOH functions e.g. involvement in PIBG may also be considered. Documented evidence (with verification) needs to be produced)	10

Note:

3. Maximum points refers to maximum that will be accepted for each category, and will be taken into account for the annual CPD/PTK points (e.g. attending 3 conferences in one year will only result in a maximum of 20 points being awarded).
For all activities, certificates of attendance, certified attendance lists, or other evidence

**CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
OF HEALTHCARE PROFESIONALS
PROFESSIONAL GROUP: PENOLONG PEGAWAI PERUBATAN**

Category	CPD Activity Description	Credit Points Attainable	Additional Criteria Required	Maximum Points
CORE BUSINESS (CATEGORY A)				
A1	Health Congress /conference (Local /International) Organised by : a). 3 Full Days (5-8 hrs /day) b). 2 Full Days c). 1 Full day	20 points 15 points 10 points	A Conference should : a). Involve speakers of local / international standing b)Contain plenary lectures/ syamposia c). Allow presentation of free communication /poster , etc	20 Points
A2	Scientific Meeting of Chapters of Academy / Universites Colleges / Associations /institutions / Minstry of health & others a). Less than 2 hours b). 2-4 (half day) c). 5-8 hours (full day) d). 2 full day e) 3 or more full days	1points 2 points 3 points 6 points 10 points	Points awarded according to hours	20 points
	<ul style="list-style-type: none"> • Workshop • Courses 	Points per	For ward rounds credit	

<p>A3</p>	<ul style="list-style-type: none"> • Fellowships • Attachment etc • Include hands on and skill courses. <p>a). Half Day (2- 4 Hrs)</p> <p>b). Full Day (5- 8 Hrs)</p> <p>c). 2 Full days</p> <p>d). 3 or more full days</p> <p>e) Skill accredited structured courses by specific disciplines</p> <p>f) Study Tour approved by Head of Department</p>	<p>activity</p> <p>4 points 6 points 10 points 15 points</p> <p>20 points</p> <p>5 points</p>	<p>points are awarded to participants from outside own hospital /establishment e.g Private Practitioners verified by the CPD Chairman of that institution</p> <p>Proof of attendance</p>	<p>20 points</p>
<p>A4</p>	<p>CME sessions / other professional activities e.g Topic seminar , forum , lectures Journal club ,Formal ward round ,Clinic attendances , Hospital Clinical meeting Video Show , Video conferencing ,reflectives Notes , Morbidity & Mortality reviews , Epidemiological reviews</p>	<p>1 point / hour</p>	<p>Certified attendance</p>	<p>20 points</p>
<p>A5</p>	<p>Presentation at accredited meeting</p> <p>a). Plenary lectures /long paper (> 45 minutes)/ Free paper /Short paper</p> <p>b) Other lectures /talks e.g visiting lectures (where one's is officially invited to give lecture at</p>	<p>10 points</p> <p>5 points</p>	<p>These credit points are in addition to full delegates attendances at congresses scientific meeting or workshop . Otherwise only credit point for presentation are attainable</p> <p>Visiting lectures – where one is officially invited to give a lecture at venue /</p>	<p>20 Points</p>

	venue /function away from one's principal place of practice) hospital Clinical meeting, CME sessions , public meeting, giving talks / public advice, lectures to NGO / radio or TV talk , technical briefing / Update.		function away from ones's principal place of practice Documented Proof of appreciation and participation	
A6	<p>Publication of original articles in journal /chapters in book / reports</p> <p>a). Indexed / per reviewed journal</p> <p>b). Non indexed journal (authors)</p> <p>c). Chapter in book – each chapter</p> <p>d). Reports e.g Technical report , working papers</p> <p>f) Standard Operating Procedures / Modules on standard care plan / manuals</p>	<p>20 points</p> <p>10 points</p> <p>10 points</p> <p>10 points</p> <p>10 points</p>	<p>An Indexed journal is one which has international standing and is listed in the indexed medicus or similar indexing system.</p> <p>Maximum for writing chapters in a book is 20 points</p> <p>Verified presentation or publication</p>	30 Points
A7	<p>Self Study/ Group Study / Distance Learning</p> <p>a. Reading scientific papers from indexed journals / Audio Visual</p> <p>/ Organised group discussion under accredited coordinator</p>	<p>1 Points / paper or session</p>	<p>Documented evidence (with verification) needs to be produced e.g</p> <p>a). self study (self admintered MCQ)</p> <p>b) Documented evidence in the form of synopsis /evidence table</p>	10 Points

A8	CME On line	1 Points / artice or session	The CPD Board is ultimately responsible for accreditation of providers.	20 Points
A9	Post Basic Courses a. > 1 – 3 months b. > 3- 6 months c. > 6 month - 1 year	15 Points 20 points 30 points	These should be a) conducted by relevant recognized authorities – local or international. b) Verified by the CPD committee Points are given only once upon successful completion of studies.	30 Points
A10	a) Degree /Masters Programs /Post graduate Programmes for (each stage of examination passed) b) PhD / Dr PhD	50 points	Only Courses related to core business	50 points
A11	Involvement as committee or project member a). Quality Projects (QA / QCC / Lead assessor / Corporate Culture / MS ISO , Accreditation , etc b)Research Project s as researcher , collaborator. c) Research activites as data collector	5 points for involvement in each area	Verified appointment letter by relevent authority .	20 Points
NON CORE ACTIVITES (CATEGORY B)				
B1	a) Editor b) Member of editorial Board	10 points 5 points	Pertaining to production of journal , special reports	10 Points

	a) Referee/ Reviewer (per article)	5 points	bulletins newsletters etc	
B2	Other supporting activities related to : Personal Development a. Leadership b. Management c. IT d. Organizing/committee e. Member of professional Body etc. a. Local Level b. State level c. national level d. International level	Points per activity 2 points 3 points 5 points 10 points	These activities are not restricted to MOH function e.g involvement in PIBG may also be considered Documented evidence (with verification needs to be produced) Self interest for personal development Documented evidence with verification needs to be produced.	10 points
B3	Attending Annual General Meeting of Societies / Association /NGO approved under JPA list for unrecorded leave	5 points /activity	Member in benefit of Societies/Associations	10 Points

Nota :

1. Maximum points refers to maximum that will be accepted for each category , and will be taken into account for annual CPD / PTK points (:attending 3 conference in one year only in a maximum of 20 points being awarded) .
2. For all activities , certificate of attendance , certified attendance list , or other evidence for verification are required.

