

HOW TO CALCULATE HOURS FOR THE ROYAL COLLEGE MAINTENANCE OF CERTIFICATION PROGRAM BY ATTENDING THESE PROGRAMS

You submit hours to the Royal College Maintenance of Certification program and the program converts those hours into credits.

- As a registered participant at the meeting, you may claim your hours (one hour per hour of activity) under Section 1 of the Continuing Professional Development Options in the Royal College Maintenance of Certification Program for all individual sessions attended.
- If you participate as faculty in any one of the sessions, you may claim under Section 6 of the Royal College Maintenance of Certification Program, additional hours for preparation time for the session (one hour per hour of activity) when you acquire new knowledge.
- If you attend a Best Practice Course as defined by the Royal College Maintenance of Certification Program, you may claim your hours under Section 5 of the Continuing Professional Development Options. Section 5 activities receive two credits per hour.
- If, in association with these educational events, you participate in a Self-Assessment Program approved by a Royal College Accredited Provider, you may claim your hours (which the Royal College will double) under Section 3 of the Continuing Professional Development Options in the Royal College Maintenance of Certification Program.
- If by attending one of these Continuing Professional Development Programs, you pursue the development of a personal learning project, you may claim additional hours under Section 4 of the Continuing Professional Development Options in the Royal College Maintenance of Certification Program.
- If you attend, in association with these planned educational events, formal committee meetings of the Society which are focused on the development of standards of care, health care policy, and development of educational material, you may claim one hour per hour of activity as per Section 6 of the Continuing Professional Development Options in the Royal College Maintenance of Certification Program.

TABLE 1: FRAMEWORK OF CONTINUED PROFESSIONAL DEVELOPMENT OPTIONS*Excerpt from the Maintenance of Certification Program Regulations from The Royal College of Physicians and Surgeons of Canada.*

SECTION	EXAMPLES OF CPD ACTIVITIES	ASSIGNMENT OF CREDITS
<p>1 ACCREDITED GROUP LEARNING ACTIVITIES Education sessions produced by accredited providers of CPD activities</p>	<ul style="list-style-type: none"> • Rounds, Journal clubs • Workshops, Courses, Conferences • Distance education programs 	<p>1 CREDIT PER HOUR</p> <p>NO MAXIMUM</p>
<p>2 OTHER LEARNING ACTIVITIES Learning activities that are not necessarily affiliated with an accredited provider</p>	<ul style="list-style-type: none"> • Non-accredited rounds and meetings • Reading journals and texts • Information (MEDLINE®) searches • Audiotapes/Videotapes • Computer / Internet CME 	<p>1 CREDIT PER HOUR</p> <p>MAXIMUM OF 100 CREDITS / 5 YEARS</p>
<p>3 ACCREDITED SELF - ASSESSMENT PROGRAM Programs designed to assist the specialist to identify his/her educational needs</p>	<ul style="list-style-type: none"> • Selfassessment programs developed or sponsored by NSS, faculties and colleges • Training or virtual reality simulators used for the purpose of selfassessment 	<p>2 CREDITS PER HOUR</p> <p>NO MAXIMUM</p>
<p>4 STRUCTURED LEARNING PROJECTS Learning activities are planned and the outcome is recorded and evaluated</p>	<ul style="list-style-type: none"> • Personal learning projects generated from participating in a CPD activity in another section • Keeping a learning portfolio • Traineeships, preceptored courses, Masters & PhD studies 	<p>1 CREDIT PER HOUR</p> <p>NO MAXIMUM</p>
<p>5 PRACTICE REVIEW AND APPRAISAL Activities that assist specialists to review their practice</p>	<ul style="list-style-type: none"> • Practice audits and patient surveys • Institution audits, incident reports, utilization studies • Other care appraisal studies (based on the practices of peers) 	<p>2 CREDITS PER HOUR</p> <p>NO MAXIMUM</p>
<p>6 EDUCATIONAL DEVELOPMENT, TEACHING & RESEARCH Activities that involve setting standards for practice</p>	<ul style="list-style-type: none"> • Publications (e.g., manuscript reviews) • Preparation of presentations, Teaching, Examinations (Question writing) • Research (e.g., grant proposals & trials) • Setting standards (CPG development) 	<p>1 CREDIT PER HOUR</p> <p>MAXIMUM OF 100 CREDITS / 5 YEARS</p>