

Transcript

CPD and you webinar – 25 July 2019

Jill Humphreys, Executive Officer, Physiotherapy Board of Australia:

Today's presenter is Ms Kim Gibson, chair of the Physiotherapy Board of Australia. Kim was appointed by health ministers as chair of the board in October 2018, for a three year term. Kim has more than 35 years health industry experience, both in clinical practice, clinical education, clinical governance, health service management governance and health reform.

Kim Gibson, Chair, Physiotherapy Board of Australia:

Thanks Jill. I would first like to acknowledge the traditional owners of the many lands on which we are joined to meet today, and pay respects to their elders past, present, and emerging. Today I hope to cover the obligations you have as a registered physiotherapist under the national law, with a particular focus on continuing professional development or CPD. I'll tell you how easy it is to meet your CPD obligations, how to access further information on an ongoing basis, and we will provide answers to your questions.

All registered physiotherapists are subject to the health practitioner regulation national law as enforced in each state and territory, otherwise known as the National Law. Every time you renew your registration, you make a statutory declaration on the renewal form, that you have met the CPD and other registration standards. Today we are focusing on one of the ongoing professional obligations you have as a registered physiotherapist, CPD. Consumers have the right to expect that physios practice in a competent and contemporary manner.

CPD is the maintenance, enhancement and extension of the knowledge, expertise, and competence of health practitioners throughout their careers. CPD activities must contribute to both maintaining and improving your competence in your chosen scope of practice. CPD is fundamental as or a fundamental part of being a health professional. It's mandated for all regulated practitioners in the National Law, and helps us to maintain the ongoing trust of patients and confidence of the public. CPD not only helps you maintain and enhance skills, it can improve health outcomes for your patients. The Board does not assess, endorse, or provide particular CPD courses. However, your CPD must be related to your chosen scope of practice. That is what you do in your role as a physiotherapist.

The Board doesn't say what you can and can't do in everyday practice, but rather requires that if you are asked through audit or complaint, you must provide evidence that you are competent and qualified to carry that practice so your CPD must be related to the work you do. The definition of practice under the national law is commonly misunderstood. When thinking about your scope of practice, it is important to be clear on this definition. Under our regulatory system, practice means any role whether remunerated or not, in which the individual uses their skills or knowledge as a practitioner in a regulated health profession.

Practice is not restricted to the provision of direct clinical care. It also includes using professional knowledge in a direct nonclinical relationship with patients and clients, working in management, administration, education, research advisory, regulatory or policy development roles, and any other

roles that impact on safe, effective delivery of health services in the health profession. Your scope of practice is simply the work that you do.

For example, if in your practice you undertake paediatric musculoskeletal physiotherapy, then your CPD should be focused on this type of activity. If you want to include a different practice type into your work in the following year, for example neuro-developmental, you should include some CPD related to that practice, so that you are competent and qualified to undertake it. However, to be clear as per this definition, practice does not have to be clinical to be considered practice either for recency or when you are planning relevant CPD. All national boards have drawn on available research, as well as their regulatory experience to set the requirements that are safe, fair, and workable.

The Board CPD registration standard, requires you to complete at least 20 hours of CPD each year. You must maintain a portfolio that documents your participation is a record of learning aims, and includes a reflection of the impact the CPD has had on your practice. The requirement to record and reflect on your CPD, has the strongest evidence base of impacting positively on practitioner competence, performance and patient health outcomes.

Reflective practice includes the planning of professional development, goal setting, and reflection on possible changes to practice as a result of learning. Examples of how to do this and a template can be downloaded from the Board's website, and you can use it to record your goals, formal, non-formal and incidental learning activities, outcomes and your reflections. It's also important to keep evidence of the learning activities you undertake such as receipts and attendance certificates. The vast majority of physiotherapists easily meet these requirements every year, illustrating that they are well trained and are committed to lifelong learning. All learning activities which help you maintain competence, will be accepted as CPD. It is important to recognise that people learn in many and different ways.

The Board acknowledges that CPD is an interactive and intuitive process, and that learning occurs through a wide variety of both formal and non formal activities. Most people acknowledge formal learning activities as CPD. For example, things such as postgraduate courses, work based learning contracts, conferences, forums and seminars, undertaking research and presentation of work. Postgraduate study leading to degree, higher degree and research degrees. Online learning including interactive discussion in chat rooms, in service education programs, making presentations, video conferencing or webinars such as this. Non formal and incidental learning activities are less often understood by practitioners to be considered CPD but they are.

Non formal and incidental learning activities might include reflecting on experience in day to day activities, reading books and journals. So comment and or contact with other professionals. Quality assurance activities such as accreditation, participation in committees, information sharing at meetings, discussion with colleagues and internet research are all counted.

Ultimately, you need to show a strong connection to your chosen scope of practice or what you do in your daily work. Mandatory training that is not about your practice might not count. For example fire evacuation. The board and the National Law relate to humans only, not animals. So it's not possible to claim CPD hours for education related to animals. Unrelated education in for example basket weaving or creative writing, or any area that you don't practice, or don't intend to in the future, is not counted.

Let's consider an example. Billy physio is an early career practitioner working in the community. Billy's portfolio is based on the board template , and it's what they're recording for the 18/19 registration year. It's therefore a work in progress. While Billy has identified goals, they will not be writing up their outcomes until the end of the year. Billy's goals allow them to build on existing skills, and develop new ones, and it's future focused. Billy engages in formal learning in the workplace, including the clinics monthly in-house sessions as well as seeking out lectures and workshops available through external providers. Billy considers each opportunity and how it might change how they work. Billy might like to put more detail in about the monthly sessions, but you can see how easy it is to build up those 20 hours across a year, particularly when you consider informal and incidental learning that Billy has documented here.

In addition to the portfolio, Billy has the clinic PD schedule and can get a record of attendance from their employer, as well as receipts and completion certificates for the external sessions as evidence should it be needed at audit. So you can see that Billy is meeting both the hourly and documentary requirements of a portfolio, that includes a personal collection of evidence of ongoing development, a record of learning aims and reflection, and devaluation of non-formal and incidental learning, and a record of attendance of formal learning activities.

The template is available from the board website in the CPD guidelines document. Look for appendix one, CPD portfolio. Records of your CPD should be kept for at least five years in case you are audited. If you are required either at audit or as the result of a complaint, to provide the board with evidence of the CPD activities, your personal portfolio will help demonstrate that you have met the requirements. Many professional associations and workplaces provide members or their employees with a personal portfolio to plan, record and evaluate CPD activities systematically. You can use any portfolio which meets the above criteria.

The Board doesn't have a preference for how you choose to store your CPD. So it can be electronic or paper based, it really doesn't matter. Making an adverse CPD declaration. In other words, declaring that you haven't met the requirements, doesn't mean that you can't be registered again. The board will review your case individually. It may ask you to undertake more CPD or supervised practice, impose conditions on your registration, or it can take disciplinary action. We find in many cases that people have actually met the requirements when someone from our prospects with them, it's just that they haven't considered many of their learning activities to be CPD.

So remember, plan, do, record, reflect and practice. Remember that you make a stat dec at renewal of your registration by the 30th of November every year that you have met the registration standards during that previous year, including CPD. Remember, the Board may ask to review your CPD if a complaint is made about you or if you are audited. The Board conducts random audits of all registration standards every year, so it is important to keep a record of your CPD. You should keep your evidence at least five years. And lastly, the Board has no preference of how you keep that evidence.

The Board expects that all physiotherapists will be able to meet the requirements of its CPD standard. Being caught out through audit that you haven't met the CPD requirements, is treated differently from declaring at renewal of your registration that you don't think you've met the requirements. The Board doesn't consider that taking a break due to maternity or parental leave, is different from any other kind of break from practice. Unless there are exceptional circumstances, there are no exemptions to this standard.

There are many resources on the board's website to help guide you. The CPD registration standard, explains what you must do every year. The CPD guideline gives more details of the requirements and examples of different types of CPD, and includes the sample portfolio that includes columns for your planning and reflection. And there are CPD frequently asked questions.

So in summary, to meet your professional CPD obligations each year as physiotherapists, you must complete a minimum of 20 hours of CPD that directly relates to your chosen scope of practice. Keep a portfolio of your activities that includes planning, undertaking, and reflection. Make a declaration that every registration renewal about whether you have adhered to the standard. And keep records for five years in case you are audited.

So thank you for your participation, and you can find answers to the questions that were provided on the board's website.