

CPD GUIDELINES FOR CPD PROVIDERS

The delivery of CPD programmes/courses by institutions/ professional bodies/resource persons will be subjected to the Council's requirements as stipulated hereunder:

1. An application form for CPD providers has to be filled in, along with the Resource persons/Speakers form (available on website).
2. The registration of CPD providers shall be renewed every three years.
3. Commercial sponsors of CPD programmes or resource person/speaker should disclose to the Nursing Council in advance if they have any interest.
4. A CPD plan for a timeline of six months should be communicated in advance to all Nurses and Midwives by all Providers (Hospitals & Clinics).
5. A plan CPD programme should be **sent two months** in advance to the NCM or as soon it is ready and on a six months basis.
6. Resource persons/speakers are kindly requested to submit their C.V.
7. CPD programmes/courses should demonstrate clear objectives, with the relevant topics to be covered, contents, learning outcomes and duration of the presentation.
8. A provider/Resource person/Speaker can only start a programme/course unless it has been cleared by CPD sub-committee and approved by the Council.
9. No credit points shall be allotted for any CPD programme/ course which has not been duly approved by the CPD sub committee and the Council.
10. For quality assurance purpose, the Council will monitor the validation of registered providers/resource persons/speakers with regard to the delivery of CPD through evaluation.
11. Attendances of participants should be recorded in the CPD Council's attendance sheet (available on website) and duly certified by RNA/NA/Head Nurse.