

# RCPSC Maintenance of Certification Credit Validation Program

## ITEMS TO BE DISCUSSED

### Section 1. Accredited Group Learning Activities

a) Grand rounds, M&M rounds, Tumor Boards, Journal Clubs, or hospital-sponsored educational event that are held in Canada

*Documentation required:* Written confirmation of your attendance at these events from the Planning Committee that includes the statement, **“This event is an Accredited Group Learning Activity (section 1) as defined by the Maintenance of Certification program of The Royal College of Physicians and Surgeons of Canada.”** Document must include dates and number of hours (may be handwritten).

b) Other Accredited Group Learning that are held in Canada

*Documentation required:* Registration receipt, certificate of attendance, or a copy of program schedule or agenda that contains the statement, **“This event is an Accredited Group Learning Activity (section 1) as defined by the Maintenance of Certification program of The Royal College of Physicians and Surgeons of Canada.”** Document must include dates and number of hours (may be handwritten).

c) Other Accredited Group Learning Activities, including rounds that are held outside of Canada and must be provided or sponsored by an academic institution, academy, college, or accredited physician organization.

*Documentation required:* Registration receipt, certificate of attendance, or copy of the program schedule or agenda document must include dates and number of hours (may be handwritten).

d) Other Small Group Learning Sessions

*Documentation required:* Written confirmation of your attendance from the designated Fellow assigned to keep records of these sessions, which includes the statement **“This event is an Accredited Group Learning Activity (section 1) as defined by the Maintenance of Certification program of The Royal College of Physicians and Surgeons of Canada”**. Document must include dates and number of hours (may be handwritten).

### Section 2. Other Group Learning Activities

No documentation required

### **Section 3. Accredited Self-Assessment Programs**

Self-Assessment Programs, developed or sponsored by National Speciality Societies, Universities and Medical Colleges, including medical simulators and physician assessment review programs. If a Self-Assessment Program has been approved by a RCPSC's Accredited Provider it may be listed on our website. You will find the list at [repc.medical.org](http://repc.medical.org), select Maintenance of Certification, then Credit Validation Tutor (look under section 3 for details).

*Documentation required:* Written confirmation of completion of the program by the sponsor. Include dates and number of hours.

### **Section 4. Structured Learning Projects**

a) Personal Learning Projects: These activities are designed to acquire, update or verify knowledge about a particular issue coming out of practice or other educational activities which may have an immediate impact on practice. PLPs are brief research projects.

Documentation detailing:

- The question
- Stimulus (where your questions originated from)
- Resources used for learning
- Outcome of your learning (impact on your practice)

Note: Personal learning portfolios, such as WebDiary (in MAINPORT), fulfill the requirements for documentation.

b) Traineeships: Structured educational activities that are developed to meet specific professional-based needs (knowledge, skills, or attitudes).

*Documentation required:* Objectives for traineeship, confirmation of completion by coordinator, outcome of learning (impact on practice).

c) Preceptored courses, Fellowships, Masters or PhD programs. Courses sponsored by a university, college, or institute that have clear objectives and an end date.

*Documentation required:* Evidence of completion of the course by the sponsoring university, college or institute.

## **Section 5. Practice Review and Appraisal**

Section 5 is restricted to assessing your own medical practice and looking at your own patient files. If you were evaluating someone else's practice as a consultant, you could consider the activity as a standard setting activity and claim the hours under Section 6 or you could create and record a Personal Learning Project and submit the hours under Section 4.

Practice Audits including patient surveys, self-initiated patient care reviews or audits, institutional or provincial audits, utilization studies, and other CQI or quality improvement activities related to your practice or performance in practice.

*Documentation required:* Audit proposal and forms, a letter from you or from the auditor describing your participation in developing the audit, date of completion, summary of findings, and description of the outcomes for your practice.

## **Section 6. Educational Development, Teaching, and Research**

a) Teaching Sessions and Presentations. Involvement of the participant in activities that provide or facilitate the teaching of others, curriculum development, and evaluation. The focus of this section is on enhancing expertise through the process of preparation, evaluation and subsequent enhancement of teaching. Additional credits can be earned through Section 4, by creating a personal learning project(s).

*Documentation required:* List of relevant activities including date(s) and hours.

b) Publications and Grant proposals. The focus of this section is on enhancing expertise through the activity of manuscript submitting for publication and grant proposals submitted for peer review.

*Documentation required:* List of relevant activities including date(s) and hours.

c) Standard Setting Activities (e.g. Clinical practice guidelines development, question writing for examination boards).

*Documentation required:* List of relevant activities including date(s) and hours.