

Continuing Professional Development (CPD) credits & revalidation

*With revalidation upon us now, we don't just **need** to be up to date, but we need to **prove** it. So what is required of us and what sort of documentation do we need to gather so we are prepared?*

Here I have summarised the proposals from the RCGP, focusing on the practicalities for GPs, from the following publications:

The RCGP Guide to Revalidation of General Practitioners (version 3.0, January 2010)
RCGP Guide to the Credit-Based system for CPD (version 2.0, January 2010).

Both documents are available from the RCGP website (see the Useful Website box at the end of this document for links).

I'd also like to introduce you to our **Revalidation Action Pack** which we have written to help you meet the requirements of revalidation. This is available as a free download for all GPs and can be found at www.update-update.co.uk.

The Revalidation Action Pack takes you through a step by step approach to both meeting your learning needs and recording what you have learnt. There are 21 activities in the pack which will appeal to a broad spectrum of GPs. These range from simple audits, or reflections on your practice, to larger service developments. For GPs who are not regularly based in a practice, data collection is so much more difficult, so we have also included activities designed specially for this important group.

So what do I need to know about revalidation?

- **GPs need to earn at least 50 CPD credits a year and 250 over a 5 year period.** Earning less than 50 credits in any one year is only acceptable in what the RCGP call 'exceptional circumstances', eg. maternity leave/sabbatical/prolonged sickness.
- **All credits are self-assessed and then verified by your appraiser.** To reassure you, in the pilots, GPs have tended to underestimate, not overestimate credits earned!
- **Credits are based on two things: time spent (with 1 hour = 1 credit) and impact.**
- **The impact factor acts as a multiplier, doubling your credits.** However to use the impact factor you have to **demonstrate** how your learning has had an impact on:
 - patients (eg. implementing a new guidelines, changing your prescribing)
 - the clinician (eg. developing a new skill, such as insulin conversion)
 - a service (eg. setting up a new obesity management clinic)
 - in areas such as teaching (eg. trainers learning a new consultation analysis technique and using it with their registrar)
 - in the NHS locally or nationally (eg. involvement in the PCT PEC or PBC)

To demonstrate impact, you usually need to write up what you have done!

Example

If you read up on a topic for 1 hour you get:

1 credit for reading

BUT if you read it and then spend 1 hour writing up a case study showing how you have changed your practice as a result of your reading (the impact) you get:

1 credit for initial reading

1 credit for case study

Total =2 credits

AND you can double credits because of impact factor:
(you showed you had changed your practice in the case studies and this impacts on patient care)

2 credits x 2(impact factor)

Total = 4 credits

- **CPD credits should be spread across all areas of learning need.**
For example, a partner may want to use some of the credits in areas such as management skills as well as some for clinical topics, a GP with a special interest would be expected to have some credits related to their specialist area and others related to their 'general' practice.
- **You can not get all your 50 credits from attending courses – you need to show evidence of change as a result of courses.** This is why we have developed the Revalidation Action Pack to help you.
 - An attendance certificate from a course can be used as supporting evidence of credits claimed for the hours of the course (5.5 hours = 5.5 credits for The GP Update course). However you can earn many more credits by taking some action as a result of the course, *and documenting them!*
 - Remember credits are self assessed, so courses will not offer credits; or be approved by an organisation such as the RCGP, but they should offer an attendance certificate which shows the duration of the course, which you translate into credits (1 credit/hour).

- **What you need to do to earn your credits**

To gain credits you need to record:

- The learning activity
- The learning points
- The relevance to your working situation

To apply the impact factor (and therefore double our points) you need to demonstrate the application of your learning with a:

- Case study
- Simple data collection
- An audit
- A piece of reflective writing

- **How the GP Update Revalidation Action Pack can help you**

Our Revalidation Action Pack allows you to record all the information to receive your credits, and also show how this has impacted on your practice, thus gaining the impact factor, so you can double your points. You can then add the completed activities to your appraisal folder.

To access the Revalidation Action Pack click on the link in the Useful Websites box.

- **What can't be claimed as credits?**

You are unlikely to be awarded 50 credits just from attending courses: you need to show how your practice has changed as a result of going on a course.

Just reading will not earn you enough credits. The RCGP specifically say that reading the BMJ for an hour a week will not qualify you for 50 credits. This is because the reading is unstructured and doesn't demonstrate you changed your practice as a result of any learning.

The time taken to collect audit data, does not, on its own, generate credits. So if you chose to do a complicated audit that took 6 hours to collect the data, this would not earn you 6 credits, since it is the development, not the audit process itself, that earns you credit. However time taken writing up the audit, sharing it with your colleagues and making changes as a result of the audit, would earn you credits, and almost certainly qualify for the impact factor.

So what does this mean in practice?

The key message has to be: **WRITE YOUR LEARNING DOWN!**

Useful Websites	<p>For professionals: The RCGP Revalidation information can be found at: http://www.rcgp.org.uk/revalidation.aspx</p> <p>The GP Update Revalidation Action Pack is available at www.update-update.co.uk</p>	Useful Websites
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Take home messages: CPD credits and revalidation

- You need 50 credits year and 25 credits over a 5 year cycle.
- Credits are earned for learning activities, and can be doubled if you show impact on patients, clinicians, services etc.
- You can't get all your credits from going on courses, and you also need to spread your learning across a variety of topics.
- I think the key message is: don't just do it, **WRITE YOUR LEARNING DOWN!**

The GP Update Course – A one day course for GPs and GP Registrars, by GPs.

We trawl through all the journals and do all the legwork to bring you up to speed on the latest issues, research and guidelines in General Practice. **We set all this in the context of the consulting room and the requirements of revalidation.** We focus on actions - getting the literature into practice and ensuring it counts towards revalidation. We make it entertaining too, without compromising the content!

Course delegates receive a copy of **The GP Update Handbook**, a 400 page book outlining the results of the most important research relevant to primary care over the last 5 years, access to **GP Update Handbook Online** from the date of booking to a year after the course. We will also give you a copy of the **GP Update Revalidation Action Pack** which contains step by step guidance on audits, reflective practice and service developments related to the course, so that you have documented evidence of improved care for your next appraisal and for revalidation. We've included lots of material for locums too.

Spring 2011 dates:

Oxford - Friday March 11
Exeter - Wednesday March 16
Southampton - Thursday March 17
London - Friday March 18
London - Saturday March 19
Edinburgh - Wednesday March 23
Leeds - Thursday March 24
Manchester - Friday March 25
Birmingham - Saturday March 26

Summer 2011 dates:

Newcastle - Wednesday May 11
Sheffield - Thursday May 12
Liverpool - Friday May 13
Birmingham - Saturday May 14
Bristol - Wednesday May 18
Cambridge - Thursday May 19
London - Friday May 20
London - Saturday May 21
London - Wednesday May 25

GPs £185, ST1, 2 & 3 and Nurses £150. For more details see www.gp-update.co.uk.

We make every effort to ensure the information in these pages is accurate and correct at the date of publication, but it is of necessity of a brief and general nature, and this should not replace your own good clinical judgement, or be regarded as a substitute for taking professional advice in appropriate circumstances. In particular check drug doses, side effects and interactions with the British National Formulary. Save insofar as any such liability cannot be excluded at law, we do not accept any liability for loss of any type caused by reliance on the information in these pages.

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