

CONTINUING PROFESSIONAL DEVELOPMENT (CPD) FOR CERTIFIED PEDORTHISTS



PEDORTHIC ASSOCIATION OF AUSTRALIA

**VERSION 2
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Continuing Professional Development (CPD) for Certified Pedorthists

This document is to be read in conjunction with the [Criteria for Certification in Pedorthics](#).

What is CPD?

The CPD program is an Australian system designed to enhance and encourage continuing education and professional development opportunities for certified pedorthists.

It provides guidelines to recognise the effort of practitioners in maintaining and developing their knowledge and skills in daily practice.

The continuing development record shows the duration and type of activity undertaken and, if applicable, details of the practitioner. This record must be submitted with the application for re-registration.

Why do we need continuing education?

To maintain certification, all certified pedorthists shall undertake continuing professional development. Appropriate areas for continuing development would be training in footcare, materials, communication skills and quality management. Attendance at one of the development activities approved by the PAA is strongly recommended each year for re-certification of CRetPed Au, CPed Au and CPedCM Au.

Pedorthists have responsibilities and obligations to their patients and to the broader community to provide safe, beneficial, responsible, and competent healthcare.

Increasingly, health insurances and other funding bodies are seeking reassurance as to the qualifications and competence of health practitioners. To keep up with changes in the healthcare system, the profession and consumers demand CPD programs ensure a relevant and appropriate approach is taken.

What are the specific CPD requirements?

To meet the requirements, you will need to complete at least thirty (30) hours annually with at least three (3) different categories of activities, one of them attending a conference.

CPD undertaken by pedorthists should be consistent with the ethics and principals set out in various standards and criteria published by the PAA.

Record those activities in the Professional Development Record sheet. The log sheet simply requires that you document the total time spent on each activity, provide a short description of the activity, specify the provider, and appropriately allocate a category.

Once your total hours have been achieved and documented, submit your log sheet to the APRB Committee and maintain a record of your plan, activities and associated paperwork (e.g.: conference receipts, certificates and project results) for auditing purposes.

What are learning activities?

Apart from PAA approved development activities, other suitable sources of continuing professional development include:

- Course work as part of a university, or TAFE, or other professional training
- Attendance at seminars or workshops concerning subjects covered under section 3.1 Training of the Certification Criteria
- Own research on the subject of foot problems and footwear
- Subscription and reading of association publications etc.

Other sources of continuing professional development may be acceptable to the Review Board and should be submitted to the APRB Committee for approval prior to re-registration rather than relying on approval at re-registration time.

Learning activities may refer to:

- Distance education modules and online learning (should include an examination or assessment component)
- Conferences, forums, seminars, and workshops
- Undertaking research and presentations of work (for example papers for publication, major conference posters, and official submissions. These need to be substantive, reference and evidence-based)
- Making health-related presentations of new or substantively reviewed material (for example research presentations, poster presentations, lectures, seminar presentations)
- Courses accredited by professional bodies
- Planning or running of courses
- Self-study – reference materials, journals etc.
- Clinical case discussion with other health professionals
- Quality assurance activities such as practice accreditation
- Research
- Clinical supervision of students and practitioners
- Clinical supervision/mentoring of students or practitioners

Learning activities must be achieved in different categories

Learning occurs through a wide variety of activities.

Work-based learning may refer to:

- Case studies
- Reflective practice
- Clinical audit
- Coaching from others
- Discussions with colleagues
- Peer review
- Work shadowing
- Supervising students
- Visiting other allied health professions or colleagues and reporting back
- Analysing significant events
- Evidence of learning activities undertaken as part of your progression on the Knowledge and Skills Framework

Professional activity:

- Involvement in a professional body
- Lecturing or teaching
- Mentoring
- Being an examiner
- Being a tutor
- Branch meetings
- Being an expert witness
- Membership of other professional bodies or groups
- Giving presentations at conferences
- Organising accredited courses
- Supervising research
- Being a national assessor

Formal/educational:

- Courses
- Further education
- Research
- Attending conferences
- Writing articles or papers
- Going to seminars
- Distance learning
- Courses accredited by professional bodies (e.g. PAA)
- Planning or running a course

Self-directed learning:

- Reading journals/articles and writing a summary
- Reviewing books or articles and writing a summary
- Updating knowledge through the internet or TV and writing a summary

This list is not intended to be exhaustive. The intention is that the registrant will make a professional judgement as to which type and frequency of activity will allow them to meet the requirements of the Criteria.

The CPD scheme is based on ongoing learning and development and focuses on the individual's learning achievements and how these have been reflected in their clinical practice and service delivery, either directly or indirectly.

What If I don't meet the requirements?

To maintain certification, all certified persons shall undertake at least thirty (30) hours of continuing professional development. The Criteria (Criteria for Certification in Pedorthics, Section 5) establishes possible consequences if you don't meet this standard, including that:

- The PAA and/or APRB Committee can impose a condition or conditions on your registration or can refuse your application for certification or renewal of certification, if you do not meet a requirement in an approved certification standard for the profession
- Registration standards, codes or guidelines may be used in disciplinary proceedings against you as evidence of what constitutes appropriate practice or conduct for the pedorthic profession.

Review of document

This standard will be reviewed from time to time as required. This will generally be at least every five years.

Last approved: October 2021, v2

This standard replaces the previous document dated October 2017