

Continuing Professional Development Guidance

Definition of 'Continuing Professional Development' (CPD)

The APA(A) have adopted the Health and Care Professions Council definition of Continuing Professional Development (CPD) as being “a range of learning activities through which Physicians' Assistant's (Anaesthesia) maintain and develop throughout their career. This will ensure that they retain their capacity to practice safely, effectively and legally within their evolving scope of practice”.

APA(A) Guidance

The APA(A) and the Royal College of Anaesthetists share the view that PA(A)s should keep a CPD portfolio and a logbook of cases undertaken.

The portfolio should include:

- a record of all CPD activities
- record of attendance (where available/obtainable)
- reflective evidence of how such activities impacted/influenced individual practice
- evidence of appraisal between the individual and the employer
- a yearly summary of logbook data

The APA(A) recommends that all PA(A)s should aspire to achieve a **minimum of 25 CPD points per year** to demonstrate continuing competence and up-to-date skills and knowledge. It has been suggested that at least 10 CPD points should be obtained from an external source. PA(A)s should be able to substantiate that the subject matter and quality of the CPD is appropriate to their role.

The APA(A) recommends that CPD should include points from core anaesthetic knowledge consisting of:

- Basic sciences (Anatomy, Physiology, Physics, Pharmacology, Biochemistry, Monitoring)
- Anaesthetic Emergency Management
- Resuscitation
- Airway Management
- Patient/Personal safety (normally covered in NHS Trusts mandatory training)
- Infection control

Examples of CPD		
Activities	CPD Points	Evidence
All external courses/conferences with accredited CPD points	Depending on approved points	Certificate of attendance
Departmental Audit meeting	1 per hour	Certificate of attendance or self record
Departmental morning/lunch time meeting	0.5 per hour	Certificate of attendance or self record
Advanced Life Support	10	Certificate of attendance
Immediate life support	5	Certificate of attendance
Basic Life Support	2	Certificate of attendance
Teaching of others**	5 points for preparation 1 point for delivery	Self record of evidence
Trust provided training or simulation sessions	Half day 3 Full day 5	Certificate of attendance
Individual research/audit	5-10	Completed research/audit
PA(A) self directed CPD	1 per hour	Self record of evidence

** Preparation of teaching session or conference lecture material is 5 points but cannot be used again. Ongoing delivery of this material is 1 point.

Assessing PA(A)s Professional Portfolio

In line with the professional registration process, the APA(A) may request PA(A) 's who are on the Managed Voluntary Register provide their portfolio of CPD evidence to the Associations CPD, Education and Professional Standards Council. The Council will consist of the APA(A) CPD Lead and four other PA(A)s. The panel will bench mark against the agreed CPD standards and advise PA(A)'s on how to meet this criteria. At this stage the panel will only be used for advising PA(A)s on matters concerning CPD.

The aims of assessing portfolios are to:

- Improve standards
- To meet the requirement for professional registration
- Education
- Development
- National standardisation of the role

Assessment Process

If the APA(A) request your portfolio, a bench marking and assessment guide will be used by the panel to assess your CPD portfolio (Appendix 2). The table shows the possible outcomes after

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the assessment process. It is the APA(A)'s objective that all PA(A)s will meet the required standard.

Appendices

1. Suggested document for PA(A)s to record evidence for continuing professional development
2. Assessment guidance