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May 2018

## **FACT SHEET NO. 5**

### ***Reaccreditation for MMRs***

#### **The Three Elements of Reaccreditation**

1. Payment of Reaccreditation licence fees (annually)
2. Successful completion of the Clinical multiple choice question (MCQ) assessment (three yearly)
3. Completion of the CPD (annually).

#### **Introduction**

The AACP requires reaccrediting pharmacists to be fully registered by the Pharmacy Board of Australia. If there has been any change to registration status, such as restrictions on practice, you must advise the AACP immediately.

Accredited pharmacists commit to career-long learning. Once pharmacists become accredited, they re-accredit annually to demonstrate that they are remaining current with knowledge and practice.

The AACP Reaccreditation model is based on a continuum where the tools used for accreditation and Reaccreditation are consistent and provide for regular communication between accredited pharmacists and the AACP.

#### **Requirements**

The AACP assesses accreditation annually. Accredited pharmacists are required to submit details of their CPD completed in the previous year by entering the relevant information on the AACP website. Copies of CPD logs will be requested only if the pharmacist is selected as part of the AACP's random audit process.

A substantial but not unrealistic CPD requirement is a model in favour with other credentialing and professional bodies and is in line with current practice.

The AACP Reaccreditation CPD requirement is currently 60 credits. A MAXIMUM of twenty group one credits can be included in this total.

At the three-yearly accreditation mark, accredited pharmacists are required to undertake a Clinical MCQ assessment. This ensures that their clinical knowledge is maintained at an appropriate level. The Clinical MCQ assessment can be undertaken at any stage in the third year of Reaccreditation.

### CPD activities

- The AACP will recognise the Pharmacy Board of Australia (PBA) classification for CPD activities and allocated CPD credit levels. All CPD activities entered on the AACP website for Reaccreditation should be classified as either group 1, 2 or 3. The activities can be defined as follows:
  - *Group 1:* Didactic presentations and activities with little or no attendee interaction will attract one CPD credit per hour of activity (e.g. attendance or listening to continuing education (CE) presentations, attendance at courses or conferences and journal reading).
  - *Group 2:* Activities where the accredited pharmacist's acquisition of knowledge or skills can be demonstrated through successful completion of some form of assessment will attract two CPD credits per hour of activity (e.g. MCQs related to CE events or journal reading (e.g. *Australian Pharmacist*), formal postgraduate courses and NPS case studies).
  - *Group 3:* Activities where an assessment of existing practice and the needs and barriers to changes in this practice is undertaken prior to the development of a particular activity. As a result, the activity should address identified learning needs with a reflection post activity to evaluate practice change or outcomes resulting from the activity will attract three CPD credits per hour of activity (e.g. conference presentations, publication of a paper).
- Accredited pharmacists should maintain a CPD record which describes each CPD activity undertaken, listing the following for each activity:
  - Date of activity
  - Type of activity (e.g. journal article, seminar, lecture, workshop)
  - Topics covered during activity (specify all topics covered)
  - CPD Accreditation status (accredited or non-accredited)
  - Number of credits
- The AACP will accept both accredited and non-accredited CPD activities. Accredited CPD activities are those which are provided by, or have been accredited by, an Australian Pharmacy Council (APC) approved provider. Currently there are four such approved

providers-the PSA, PGA, SHPA and the Australian College of Pharmacy. Accredited CPD activities will show an APC CPD logo along with an official accreditation code.

- If selected for audited of their CPD, a re-accrediting pharmacist can provide the AACP with a CPD record compiled using one of the on-line tools from the PSA, PGA, SHPA or Australian College of Pharmacy. Alternatively a revised **AACP CPD log** can be used to record relevant CPD activities. Copies of the log are available from the AACP website.

### Notifying you

Accredited pharmacists will receive an annual email advising them of their Reaccreditation requirements. If the MCQ assessment is due, the email will be sent six months before the due date. If the MCQ assessment is not due, the email will be sent two months prior to the Reaccreditation date.

The email notification will provide pharmacists with information about their requirements for their upcoming Reaccreditation. This-email will advise if you have been selected for audit and will also provide instructions as to how to upload your CPD documentation on the AACP web site [www.aacp.com.au](http://www.aacp.com.au). Also attached to the email will be the current AACP's *Random Audit of Supporting Documentation* policy.

Pharmacists may be required to supply copies of certificates of attendance at courses and other evidence of completion of CPD activities. The information provided should focus on existing activities and materials relevant to current practice. Pharmacists are not expected to develop new materials just for Reaccreditation.

Once they have successfully completed the AACP's requirements for Reaccreditation, accredited pharmacists will be issued with a *Certificate of Reaccreditation* and an accredited pharmacist's ID card (this ID card is valid for THREE years). They will be permitted to continue to use the postnominals AACPA.

If additional information is required the AACP Support Team can be contacted on (02) 6120 2800 or via [aacp@aacp.com.au](mailto:aacp@aacp.com.au)