Please distribute this newsletter to anyone in your organization who may be interested in rounds, journal clubs or small group learning.

As always, we welcome your suggestions for future Newsletter topics!
Email: rounds@royalcollege.ca

Changes to Royal College ethical CPD accreditation standards

National Standard for Support of Accredited CPD Activities
The Royal College, the College of Family Physicians of Canada (CFPC) and the Collège des médecins du Québec (CMQ) have jointly released the National Standard for Support of Accredited CPD Activities.

The National Standard establishes a unified set of ethical standards and expectations that a CPD activity must meet in order to be accredited for inclusion within the Royal College’s Maintenance of Certification (MOC) Program and the CFPC’s MAINPRO+ program. The National Standard will apply to all Royal College-accredited CPD activities effective January 1, 2018 – including rounds, journal clubs, and small groups. Resources to assist in the transition to the National Standard are now being developed.

Visit the Royal College’s website for the latest information on the National Standard.

CQDPCM’s Code of Ethics
The Royal College requires all Royal College-accredited rounds, journal clubs, and small groups to comply with all Royal College CPD accreditation standards.

The requirement for all Royal College-accredited CPD activities held in Quebec to comply with the CQDPCM’s Code of Ethics has been removed from the Royal College CPD accreditation standards. The CPD accreditation standards for rounds, journal clubs, and small groups have been updated and are available on our website.

Online rounds, journal clubs, and small groups

Learners are increasingly participating in group learning CPD activities presented online which can offer many advantages to both organizers and participants, such as:
- accessibility to those living away from urban areas
- time effectiveness, as it eliminates commuting time
- flexibility in any convenient location with an internet connection

Chairs of accredited rounds, journal clubs, and small groups may choose to offer their educational sessions to learners online which are eligible for MOC Section 1 credits, as long as the CPD accreditation standards are met. Chairs of these CPD activities should be aware that for those participating in group learning activities online, there must be a system that allows participants to:
- have their attendance tracked
- interact with the group
- participate in discussions
- provide evaluation feedback
- receive their letter of participation

All these components must be in place in order for participants to record MOC credits for the activity.
Get your copy of the updated CanMEDS diagram

The Royal College has refreshed the CanMEDS diagram which illustrates the seven CanMEDS Roles and their interconnections. We encourage all of our partners to update any of their material which uses the CanMEDS diagram with the new version.

To obtain a copy of the refreshed diagram, please fill out and submit the CanMEDS Diagram Request Form.

If you have any questions on using or obtaining the diagram, please contact the CanMEDS and Faculty Development Department.

Contact a CPD educator today!

Do you or participants of your rounds, journal clubs or small groups have questions about the Royal College’s Maintenance of Certification (MOC) Program? Do they or you need additional support recording CPD activities in MAINPORT ePortfolio?

One of many resources offered by the Royal College are CPD Educators

Nine Royal College CPD Educators across Canada are supporting the lifelong learning of Fellows and MOC Program participants. As Royal College Fellows participating in the MOC Program, CPD Educators are uniquely positioned to answer questions and share practical advice. CPD Educators can provide individual or group support in person, by phone or email, and through rounds or workshops and other educational activities.

Contact the CPD Educator in your region for advice and assistance on behalf of your learners participating in the Royal College’s MOC Program.

CPD Educators have the expertise to help learners:

- by explaining the MOC Program’s philosophy, framework and requirements, as well as where their learning activities “fit”
- identify and develop educational strategies and tools
- use self-learning and assessment strategies
- use their MAINPORT ePortfolio to plan, document, and manage their learning activities

How to arrange for a CPD Educator to make a presentation to your group

Click on your region on the above map or visit royalcollege.ca/cpdeducators for more information and to find your region’s CPD Educator. To invite a CPD Educator to speak to your group, contact Ines Martin, Regional Education Coordinator, at cpd-ed@royalcollege.ca or 1-800-668-3740, ext. 559.
What’s in your toolkit?

We would like this newsletter to offer you the opportunity to exchange experiences, tools and best practices. Sharing your knowledge and expertise with other chairpersons can be beneficial to all.

**Topic for discussion: Evaluation of rounds, journal clubs or small groups**

**Are evaluations of accredited rounds, journal clubs or small groups mandatory?**

Yes, in order for rounds, journal clubs or small groups to be accredited under Section 1 of the MOC Program, they must meet all of the [CPD accreditation standards for rounds, journal clubs, and small groups](https://www.royalcollege.ca/en/moc/standards/). Educational standard 5 requires participants be provided with an opportunity to evaluate each and every *individual session* and the *overall series* of activities. The evaluation system must allow participants to identify:

- whether the individual and overall activities learning objectives were met
- whether the CPD activity content was balanced and free of commercial or other inappropriate bias
- the potential impact of the CPD activity on their practice

Additional evaluation strategies may include:

- intent to measure improved patient performance
- intent to measure improved healthcare outcomes
- options for participants to receive feedback related to their learning

**Why are evaluations important to CPD activity planners?**

Evaluations gauge the effectiveness of an event or session and the important information gathered is indispensable. Evaluations provide data about whether:

- the needs of the target audience were addressed,
- learning objectives were met,
- participants were engaged and;
- participants identified any inappropriate bias or influence.

**Tools are available on our website**

Visit our [website](https://www.royalcollege.ca) to review sample evaluation forms available to you in our toolkit.

If your scientific planning committee has developed an innovative evaluation form or strategy, please share them with us! Please email rounds@royalcollege.ca to share your sample form or to describe your approach. Our office can then share your work with others through our CPD accreditation toolkit.

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**Royal College launches new “MOC Tip of the Month” column**

Earlier this year, the Royal College launched a new column in its *Dialogue* newsletter for members called “MOC Tip of the Month”.

MOC Tip of the Month is monthly column authored by the Royal College CPD Educators as well as Fellows who wish to contribute. We invite you to circulate this content to your learners, should you find it relevant for their needs.

To view previous MOC Program Tip of the Month, visit the [Royal College website](https://www.royalcollege.ca).

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Frequently Asked Questions

Can Royal College-accredited rounds, journal clubs or small groups be sponsored by for-profit and non-profit organizations?
Yes. The chair or scientific planning committee can seek external sponsorship as long as the funding arrangements are compliant with the CPD activity ethical accreditation standards and adhere to the CMA guidelines.

Can a sponsor directly provide food and beverages to participants in an accredited rounds, journal club or small group activity?
No. All funds or “in-kind” support received in support of the activity must be provided in the form of an educational grant payable to the scientific planning committee. The scientific planning committee must assume responsibility for the distribution of educational grants and is accountable to ensure that all hospitality and other in-kind arrangements are modest and paid for directly by the scientific planning committee.

Can Royal College-accredited rounds, journal clubs or small groups receive sponsorship from only one sponsor?
Yes, this is ethically permissible as long as sponsorship is acknowledged separate from the educational content and not linked to a specific educational session within an accredited group learning activity. Additionally, funds received in support of the activity must be provided in the form of an educational grant payable to the scientific planning committee.

How can sponsors of accredited rounds, journal clubs or small groups be acknowledged for their support?
Sponsors providing an educational grant for a CPD activity approved for MOC credits may be acknowledged on the general sponsorship page in the syllabus or program of the activity. Sponsorship acknowledgements should be located on a page separate from the educational content (for example, on the back page of the program). Note that “tagging” is prohibited.

What is “tagging”? Tagging is defined as the linking or alignment of a sponsor’s name to a specific educational session within an accredited group learning activity.

Does the tagging policy only apply to a pharmaceutical or medical device companies? The application of the tagging policy is not restricted to members of the pharmaceutical/medical device industry and is applicable to any sponsor, including not-for-profit organizations. A “sponsor” is an individual, group, corporation or organization who contributes funds, goods or services to support accredited educational activities, learning resources or tools.

For a complete list of frequently asked questions about rounds, journal clubs and small groups, visit the Royal College’s website.

Thank you for reading this issue of the Self-Approval Newsletter!
To provide feedback on the newsletter and to share your ideas for future topics, we invite you to complete our short survey.

Contact us at rounds@royalcollege.ca.