



9th National CPD Accreditation Conference

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OTTAWA MARRIOTT HOTEL
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CANADA 150



Mainpro+ certification 101



Amy Outschoorn, Director, Continuing Professional Development, CFPC

Carla Conroy, Bilingual Certification Applications Coordinator, Continuing Professional Development, CFPC

Faculty/Presenter Disclosure

- **Presenter:** Amy Outschoorn
- **Relationships with commercial interests:**
 - Nothing to disclose.
- **Other relationships that may introduce potential bias and/or conflict of interest:**
 - I am a paid employee of the College of Family Physicians of Canada.
 - I am on the board of directors at Food Allergy Canada, and the Canadian Premature Babies Foundation. Both not-for-profit organizations receive commercial funding.

Faculty/Presenter Disclosure

- **Presenter:** Carla Conroy
- **Relationships with commercial interests:**
 - Nothing to declare.
- **Other relationships that may introduce potential bias and/or conflict of interest:**
 - I am a paid employee of the College of Family Physicians of Canada.

Disclosure of Commercial Support

- This program has received no financial or in-kind support from a commercial organization

Learning Objectives

- At the end of this session, participants will be able to:
 1. Explain the basic requirements for Mainpro+ certification.
 2. Define the **minimum requirements** for **one-credit, two-credit, and three-credit per hour** certification.
 3. Provide examples of activities that meet the definition of **Group Learning, Self-Learning, and Assessment** credit categories.

Mainpro+ activity categories



GROUP LEARNING

Activities that provide opportunities to learn with others



SELF-LEARNING

Activities planned and implemented by the individual, outside the context of a group



ASSESSMENT

Activities that stimulate learning through analysis of data and provision of feedback about an individual or group (e.g. practice audit)

The assessment of learning materials, such as clinical practice guidelines, may also qualify under this category

Mainpro+ credit categories

CERTIFIED CPD

Activities that have been reviewed and approved by the College as meeting standards for certified CPD

NON-CERTIFIED CPD

Activities that have not been formally reviewed by the College, but comply with the College's definition of CPD, are non-promotional in nature, and provide valuable professional learning opportunities

Statement for non-certified programs (not developed by industry & no for-profit support):

- *“This activity has not been formally reviewed by the CFPC; however, it is eligible for non-certified credits. Mainpro+ participants may also earn additional certified credits by completing a [Linking Learning exercise](#).”*

Eligible Topics

Faculty development programs

- e.g. – preceptor training

Research

- e.g. – research methods, how to use a journal database course, developing a research plan course

Computer skills

- e.g. – EMR program education

Practice management

- Programs emphasizing quality assurance, patient flow, patient satisfaction and general patient well-being

Eligible Topics (cont'd)

Administrative skill

- e.g. – leadership, organization management, academic administration

Alternative Health Practices

- e.g. – the affect of acupuncture on patients

Billing

- e.g. – understanding the billing codes/regulations (not how to increase profit)

Ineligible Topics

Clinical topics outside the usual scope of family practice

Business management topics that focus on physician benefit (financial planning)

Programs on alternative health practices that are designed to teach associated techniques (e.g. acupuncture)

Programs that focus on personal well-being, self-growth, or personal development of physicians

Programs aimed at preparing individuals to challenge the College's certification examinations for CCFP and CCFP (EM) designations

Would a program focusing on preventing burnout and improving resiliency be considered an eligible topic?



- NCCPD approved that programs focusing on increasing health care provider resiliency and preventing burnout are now eligible for consideration for certified Mainpro+ credits.
- These programs must be linked to one or more CanMEDS-FM roles and meet the rest of the Mainpro+ guidelines.

QUESTIONS?



What determines whether a program is considered National or Provincial?

National

- Delivered in **more than 1 province**
- Online self-study programs
- Offshore programs
- **2/3 credit-per-hour** programs

Provincial

- **1 credit-per-hour** programs that are delivered in **only one province**

What are the differences in the review process for National and Provincial applications?

National

- Screened by a **National administrator**
- Reviewed independently by **2 Mainpro+ reviewers**
- Require **3 active CFPC members** (any province) on the planning committee

Provincial

- Screened by a **Chapter administrator**
- Reviewed by **1 Mainpro+ reviewer**
- Require **1 active CFPC member** (based out of province of program delivery) on the planning committee

Planning Committee Involvement in Mainpro+ Certified Programs



CFPC member accountability

The CFPC member(s) on the planning committee will:

- 1) be held accountable for how a **program is presented**
- 2) will be required to respond to any concerns regarding **guideline violations**

Substantial involvement – CFPC member(s)

Input

- Have substantial input into the program
 - Learning needs
 - Objectives
 - Content
 - Speakers/presenters

Relevance

- Ensure that the program is relevant to family medicine

Ethical standards

- Verify that the following meet pertinent ethical standards:
 - Planning
 - Content
 - Conduct

Program incentives

- Be informed of financial/non-financial incentives

Can online, self-study programs be submitted as a provincial application?



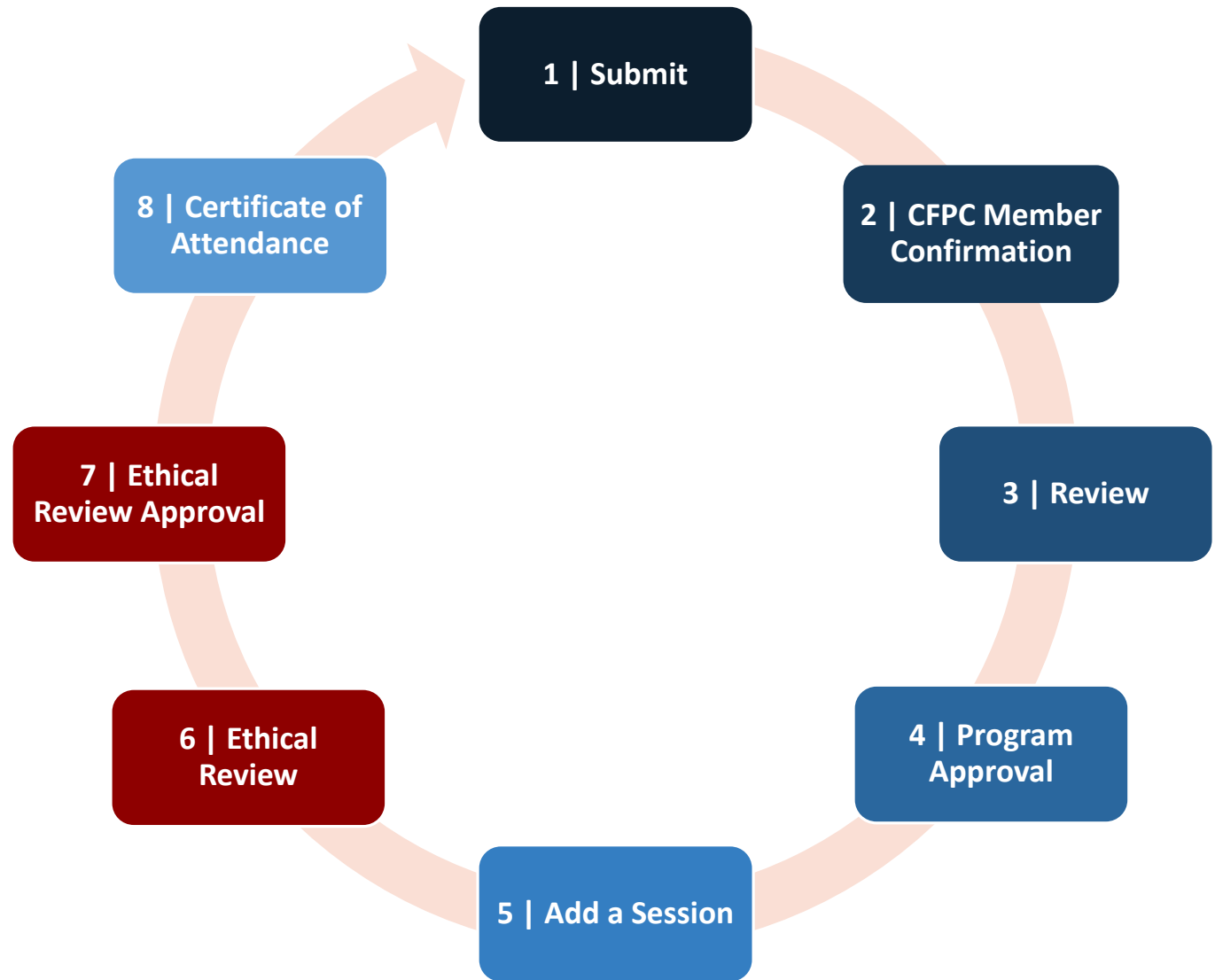
- Online self-study programs are automatically National
 - Require 3 CFPC members
 - Subject to the National application fee
 - Screened by the National office
 - Reviewed by 2 Mainpro+ reviewers

QUESTIONS?

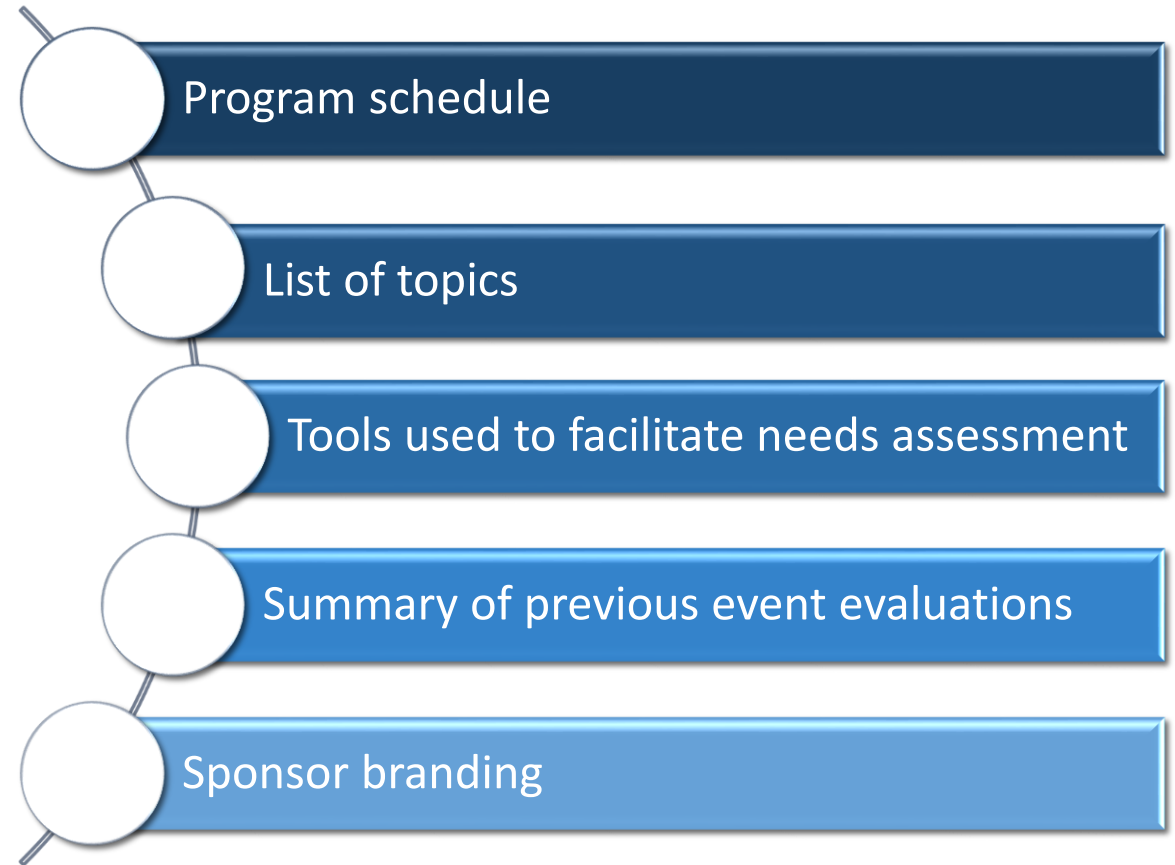
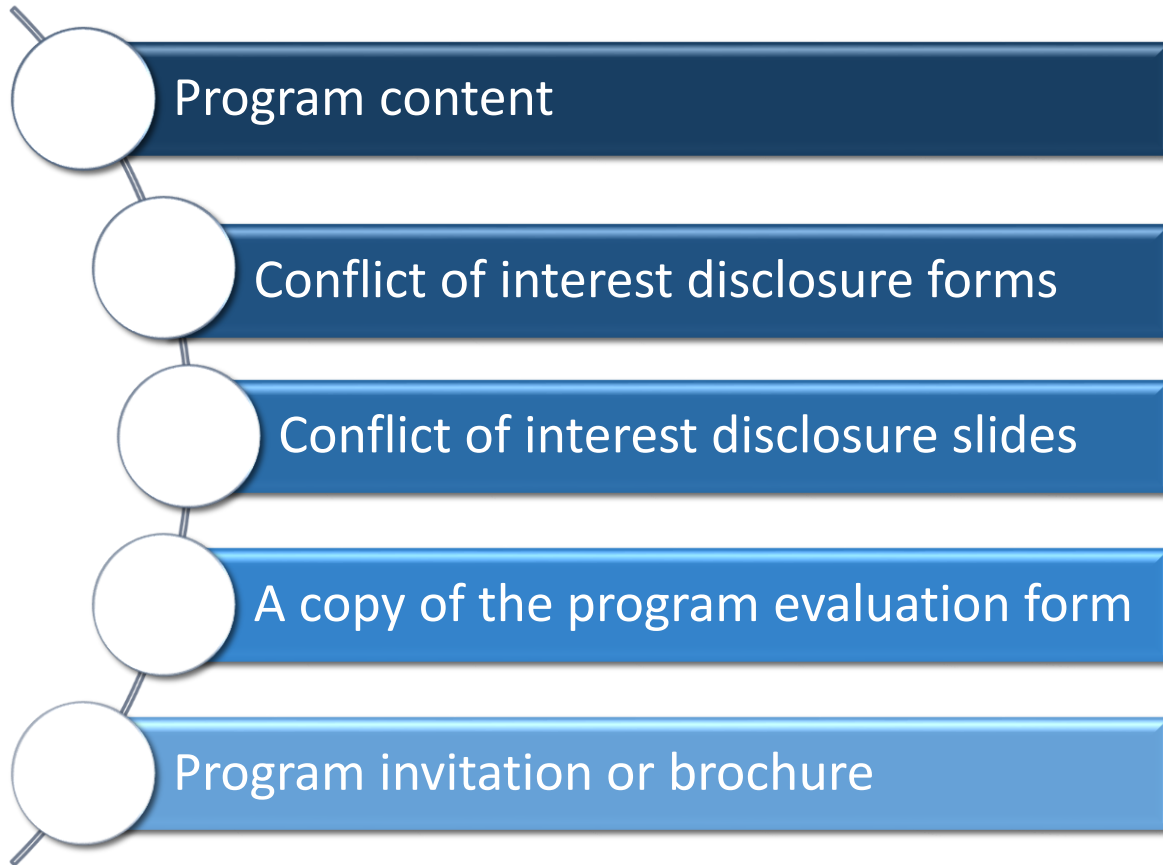


Submission Requirements

Applications must be submitted 6 weeks prior to anticipated start date



Required documents



Is content required for all program applications?



- Full content review is not required for the following 1-credit-per-hour programs:
 - Single-delivery large conferences/symposia/scientific assemblies
 - Hospital/clinical rounds programs
 - Journal clubs
 - Regularly Scheduled Series
 - Practice-based small groups

**Does not apply to 2- and 3-credit-per-hour programs*

**Mainpro+ reviewers may request content should any topics or aspect of the application require clarification*

What is “content”?

- Presentation slides
- Online modules
- Videos (scripts)
- Other learning materials (workbooks, handouts, toolkits, reading materials, etc)

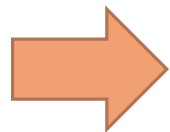
Conflict of Interest Requirements

- Col forms that must be included with the program application:



- Planning committee members (not only CFPC members)
- All identified speakers

- What if speakers are not known at the time of application?



Col forms/slides must be submitted at ethical review

Will the Conflict of Interest requirements change when the National Standard is implemented?



- As of January 1, 2018 all relationships with both for-profit *and* not-for-profit organizations within the previous 2 years must be declared and disclosed.
 - Not only conflicts relevant to the subject being discussed
 - Applies to scientific planning committee members, speakers, moderators, facilitators, and authors

**Programs approved before January 1, 2018 will be grandfathered in. Anything submitted after will need to use the new form.*

QUESTIONS?



Quality Criteria Requirements



Quality Criterion 1: Needs Assessment and Practice Relevance

Examples?

- ✓ Literature search
- ✓ Evaluation feedback
- ✓ Survey
- ✓ EMR data
- ✓ Incident reports
- ✓ Referral patterns
- ✓ Interview
- ✓ Knowledge test

Quality Criterion 2: Interactivity and Engagement

Examples?

- ✓ Audience Q&A
- ✓ Small group discussion
- ✓ Quizzes
- ✓ Case studies
- ✓ Role-play
- ✓ Simulation-based activities
- ✓ Audience response systems (i.e. iClickers)

Do online self-study program still require interactivity?



- Participants must have the opportunity to interact with the learning materials and with a facilitator (e.g. discussion board)

Quality Criterion 3: Incorporation of Evidence

Important to remember...

- There must be evidence for assertions and recommendations
- If there is a lack of evidence, this must be made clear to the audience
- Generic names are preferred
- If brand names must be used, it must be done consistently

Quality Criterion 4: Addressing Barriers to Change

Examples?

- ✓ Attitude
 - ✓ Lack of motivation to change
 - ✓ Lack of outcome expectancy
 - ✓ Disagreement with new recommendation or guidelines
 - ✓ Personal and professional beliefs (i.e. aversion to change)
- ✓ Geographical
 - ✓ Rural and remote physicians
- ✓ Knowledge
 - ✓ You don't know what you don't know
 - ✓ Lack of awareness of recent evidence, guidelines, technique
- ✓ Organizational
 - ✓ Process related barriers within the healthcare system
 - ✓ Financial constraints/lack of resources
 - ✓ Lack of time or opportunity to implement change/recommendations

Quality Criterion 5: Evaluation and Outcome Assessment

Self-reported change?

- ✓ I believe I can now do...
- ✓ This program enhanced my knowledge
- ✓ I will make this change...

Objective measurement of change?

- ✓ Pre- and post-test
- ✓ Observation and feedback
- ✓ Practice audit

Quality Criterion 6: Reinforcement of Learning

Validated strategies to reinforce learning?

- ✓ Post-program teleconference
- ✓ Open-ended questionnaire
- ✓ Commitment to change contract with follow up
- ✓ Chart audit and feedback
- ✓ Performance or knowledge test
- ✓ Post-reflective exercise

Can members claim partial credits for completing a portion of a 2- or 3-credit-per-hour certified activity (e.g. all but the post-program exercise)?



- Providers should not give participants certificates of attendance until all program components have been completed
- If all components are not completed, members can claim non-certified credits, provided there is no for-profit support

QUESTIONS?



Certification periods

1 cr/hr: 12 months

2 cr/hr: 18 months

3 cr/hr: 24 months

Program approval

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final certification

Final Certification for programs approved in Cert+

Before a program is to be delivered live...



...a session must first be added

If not...

- the event will not appear in the members' list of certified events
- providers will not be able to add the event to the CFPC public calendar of events

Ethical review

- Required for all *live* programs with for-profit support
- Must be submitted 10 business days prior to event
- Fee: \$150 + taxes (first is free for provincial programs)
- Reviewed by the Chapter in the province of delivery

Exceptions to the ethical review process



- Programs with no for-profit support



- Online self-study programs



- Programs developed & delivered by the CFPC



- Programs approved by a University CPD office

Can an approved program be offered in both English and French?

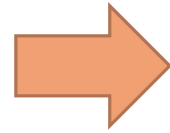


- *As long as* translation verification has been approved
- Programs offered in Quebec:
 - English and French content must be submitted simultaneously for review
 - Translation verification will take place after program review
 - Program approval is contingent on translation verification
- Programs not being offered in Quebec:
 - French content can be submitted anytime for translation verification

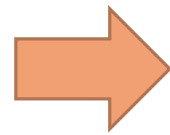
Can a program include both certified and non-certified sessions?



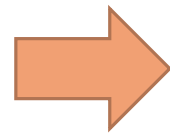
- Partial certification is allowed *if...*



This information is included in the ethical review application (or program application)

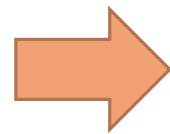


Certified & non-certified sessions are grouped separately (e.g. am/pm)



Sessions are clearly labelled on material

Non-certified sessions: “This session is not certified by the College of Family Physicians of Canada”

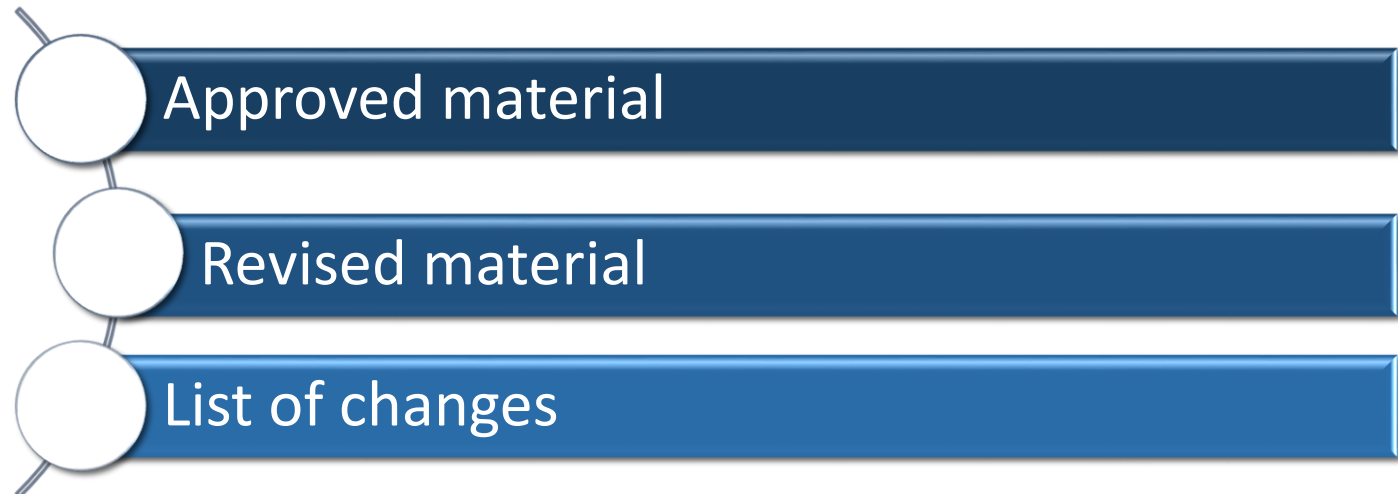


At the beginning of each session, it is made clear whether it is certified or not

Can changes be made to program content after approval?



- Once a program is approved, changes cannot be made *without approval from the CFPC*.
- To request approval for changes the following documents are required:



QUESTIONS?



Certification inquiries

NATIONAL OFFICE

For any questions related to National programs, payments or for Cert+ technical support, please contact:

Cert+ helpline: 1-866-242-5885

E-mail: certplus@cfpc.ca

CHAPTER OFFICE

For any questions related to Provincial programs or ethical review applications, please contact the Chapter in the province of program delivery.

Chapter contact information is found on pages 6 & 7 of the guide.

We appreciate your feedback

How can we improve Mainpro+ training?





Thank you!

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