CPD Point Verification

Continuing professional development (CPD)

CPD is required in order to maintain certification with The Podiatrists Board of New Zealand (The Registration Board). There are various kinds of CPD points you can earn, and these are detailed below. In order to gain CPD points, you must participate in events, workshops, or educational programmes that advance your knowledge within the scope of Podiatry.

CPD points are required in order to hold an Annual Practicing certificate. The Podiatrists Board has a Recertification Framework (PBRCF) that outlines how Podiatrists should undertake education.

PodiatryNZ is a verifier of CPD events. We hold events ranging from one off informational sessions to our national conference.

One CPD point is allocated per half hour, and podiatrists must meet the minimum as set out below. This chart illustrated what is needed over a four year recertification period.

<table>
<thead>
<tr>
<th>Education Category</th>
<th>Minimum Points</th>
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<tbody>
<tr>
<td>CCME (Compulsory Continuing Medical Education Activities)</td>
<td>32</td>
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<tr>
<td>CME (Continuing Medical Education Activities)</td>
<td>At least 10 in each area, with 120 minimum points in total.</td>
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<tr>
<td>CPD (Continuing Professional Development Activities)</td>
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<tr>
<td>CQI (Continuing Quality Improvement Activities)</td>
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For more information on recertification, email us at contact@podiatry.org.nz or visit the Podiatrist’s Board of New Zealand website: http://www.podiatristsboard.org.nz.

CPD Report

The PodiatryNZ website has a CPD report in which all members can log their CPD points. Events run by PodiatryNZ are entered here automatically, and members can manually enter points gained elsewhere.

When it is time to reapply for their Annual Practicing Certificate, members can print their CPD record, which makes the process quick and simple.

To access your CPD Log, make sure you are signed in on our website, https://www.podiatry.org.nz. Go to Member Details on right hand side of the screen, and then click CPD log on the right hand side. Change the dates to your required period, and then print the form. This can be used as verified proof for all of your PodiatryNZ provided events.
The above diagram shows an example CPD Report. Remember to enter the appropriate dates and click ‘Find’ in order to see all CPD gained within a period. If you have any issues viewing or updating your record, you can email us at contact@podiatry.org.nz.

How to get CPD for your event

Events are required to meet the standards set by The Podiatrist Board. PodiatryNZ can verify these events and any CPD gained from them.

To apply for CPD verification, download the CPD application form from https://www.podiatry.org.nz/c/Applying-for-CPD-Courses.

Fill this out and send it through to contact@podiatry.org.nz. The professional standards committee will review and either approve or give advice on your application. Following the event, you need to provide us with a copy of the attendee list so that we can add the gained points to the members’ CPD logs.

Verification for non-members

We do not keep an online log for non-members. Non-members need to keep track of the CPD gained and the appropriate proof of this themselves.