

QA & CPD / PDP Evidence

It is a requirement of RACGP standards that all GPs participate in the RACGP QA and CPD program and that evidence of this can be provided.

Alternatively GPs may register with the Australian College of Rural and Remote Medicine (ACRRM) and participate in their PDP program.

If a GP is not registered in either program – then evidence must be provided about courses they have attended and publications they receive and read regularly, medical reference books they have purchased and seminars attended.

RACGP Standards

3.2.1C *Our practice can provide evidence of satisfactory participation in the RACGP QA&CPD program by all our GPs OR Our practice can provide evidence that our doctors participate in quality improvement and continuing professional development to at least the standard as the RACGP QA&CPD program*

Assessment methods

- Document review of practice systems or policy and procedures manual

Surveyors will require evidence of compliance with RACGP requirements for any recently finished triennium as well as evidence of participation in CPD in the current triennium. Both RACGP and ACRRM awarded points are acceptable.

Meeting the standards

The GP(s) file will contain copies of all certificates of attendance at QA&CPD or PDP training events + the annual report supplied by the respective Colleges. Examples of the evidence may include:

- certificate of attendance at courses / seminars / workshops,
- receipts for payment of courses
- subscriptions to medical journals and publications
- receipts for medical reference books purchased

Once this evidence is received by GPA ACCREDITATION *plus*, it may require review by the RACGP before acceptance to ensure suitable continued professional development is being carried out by the particular GP(s).

Best practice:

- Doctors files contain copies of all certificates of attendance at QA&CPD or PDP training events together with the annual report supplied by the respective Colleges.