

Appendix A: Continuing Professional Development (CPD) credit award guideline

Proposed Award Guideline

For 2019 – 2022 CPD cycle

CPD main categories	CPD sub-categories	Description	Allocation Unit	Maximum CPD credit awarded per cycle
A. Scientific	1. Attendance of course/lecture/seminar/conference/convention/symposium/ congress	Audience participation in HKSCPO accredited course/lecture/seminar /conference/ convention/ symposium/ congress	<ul style="list-style-type: none"> • 1 CPD credit per 1 contact hour of audience participation • Fraction of the hour will be rounded up to the nearest 0.5 hour • Credit allocation for 1 whole day of audience participation will be capped at a maximum of 5 CPD credits • Credit allocation for a single program more than 1 day will be capped at a maximum of 10 CPD credit 	N/A
	2. Attendance of course/lecture/seminar/conference/convention/symposium/congress hosted or co-organized by the HKSCPO	Audience participation in HKSCPO organized or co-organized course/lecture/seminar/conference/ convention/ symposium/ congress	<ul style="list-style-type: none"> • 10 CPD credits per single program of audience participation 	N/A
	3. Post-graduate studies	Post-graduate studies in academic institution leading to higher qualification which related to the current professional role of the Prosthetist and/or orthotist or directly related to the delivery of prosthetic-orthotic service	<ul style="list-style-type: none"> • 5 CPD credits per academic semester for a single study recognized by HKSCPO • CPD allocation per calendar year for each study will be capped at a maximum of 10 CPD credits 	30 CPD

	4. Scientific lecture and presentation	Participation in the form of lecturing /demonstrate in course or presenting at scientific meeting, and which is not part of the enrollee's wage-earning duties	<ul style="list-style-type: none"> • 10 CPD credits per single lecture / presentation / demonstration in HKSCPO recognized course/program. 	N/A
	5. Scientific publication	Publication in professional journal /textbook, poster presentation in HKSCPO accredited program	<ul style="list-style-type: none"> • 20 CPD credits for a single publish in professional journal/textbook recognized by HKSCPO • 5 CPD credits for a single poster presentation in HKSCPO recognized program 	N/A
B. Self-learning	1. In- service training	<p>In-service training activity fulfilling the following criteria:</p> <ul style="list-style-type: none"> • Presence of a focused discussion topic • Availability of discussion/presentation materials 	<ul style="list-style-type: none"> • 1 CPD credit per 1 contact hour of presentation / discussion • Fraction of the hour will be rounded up to the nearest hour 	15 CPD credits share with Cat. B2
	2. Literature study	Self-study in the form of journal/literature review together with write-up of review report not less than 300 words	1 CPD credit point per review report	15 CPD credits share with Cat. B1
C. Others	1. Attendance of broad professional relevant activities	Activities not directly related but contributed to the understanding or expansion of prosthetic and orthotic knowledge and skills ,include but not limited to, health care management, occupational safety and health, information technology, and communication skills etc.	<ul style="list-style-type: none"> • 0.5 CPD credit per 1 contact hour of audience participation • Fraction of the hour will be rounded up to the nearest 0.5 hour • Credit allocation for 1 whole day of audience participation will be capped at a maximum of 2.5 CPD credits • Credit allocation for a single program more than 1 day will be capped at a maximum of 5 CPD credits 	10 CPD credits
	2. Attendance of product demonstrations	Participants at a P&O related product demonstration by a manufacturer representative. The company	<ul style="list-style-type: none"> • 0.5 CPD credit per 1 contact hour of audience participation • Credit allocation for a single program will be 	5 CPD credits

		representative must provide the attendee with documentation verifying date, location and timeframes	capped at a maximum of 1 CPD credit	
	3. General publication	Publication of newspaper articles, films, video & multimedia productions, the content which are related to prosthetics and orthotics and are accessible to the public; and the publication is not part of the enrollee's wage-earning duties. Content of the publication should be approved by the HKSCPO	• 2 CPD credits for each publication	N/A
	4. General lecture	Deliver lecture to general public, the content which are related to prosthetics and orthotics and is not part of the enrollee's wage-earning duties. Content of the presentation should be approved by the HKSCPO	• 2 CPD credits for each lecture	N/A
	5. Humanitarian works	Participation in humanitarian work as the role of Prosthetist and / or Orthotist	• 5 CPD credits for a single humanitarian support	N/A
	6. Organizing Committee	Participation in the organizing committee of HKSCPO approved program	•5 CPD credits per year/ per event	N/A