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

CPD Award Guideline

For 2025 – 2027 CPD cycle				
CPD main categories	**CPD sub-categories**	**Description**	**Allocation Unit**	**Max. 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	• 1 CPD credit per 1 contact hour of audience participation • 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 Prosthetics & Orthotics Scientific Meeting	Audience participation in Prosthetics & Orthotics Scientific Meeting	• 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	• 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	• 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	• 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 • 10 CPD credits for a single literature submission on HKSPO website	N/A
B. Self-learning	**1. In- service training**	In-service training activity fulfilling the following criteria: • Presence of a focused discussion topic • Availability of discussion/presentation materials	• 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	• 0.5 CPD credit per 1 contact hour of audience participation • Credit allocation for 1 whole day of audience participation will be capped at a maximum of 2.5 CPD credits	10 CPD credits

		communication skills etc.	• Credit allocation for a single program more than 1 day will be capped at a maximum of 5 CPD credits	
	2. Annual General Meeting (AGM) of HKSCPO	Participation of Annual General Meeting of HKSCPO	• 2 CPD credit per each meeting	N/A
	3. Attendance of product demonstrations	Participants at a P&O related product demonstration by a manufacturer representative. The company representative must provide the attendee with documentation verifying date, location and timeframes	• 0.5 CPD credit per 1 contact hour of audience participation • Credit allocation for a single program will be capped at a maximum of 1 CPD credit	5 CPD credits
	4. 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
	5. 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.	• 2 CPD credits for each lecture	N/A

		Content of the presentation should be approved by the HKSCPO		
	6. Volunteer works	Participation in volunteer work as the role of Prosthetist and / or Orthotist	• 5 CPD credits for a single volunteer support	N/A
	7. Organizing Committee	Participation in the organizing committee of HKSCPO approved program	•5 CPD credits per year/ per event	N/A