Mainpro+ CPD Program Certification

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Presenter Disclosure

Faculty: Jessica Black

Relationships with commercial interests:

- No relationships with commercial interests to declare
- Other: I am a paid employee of the College of Family Physicians of Canada
Disclosure of Commercial Support

This program has received
NO COMMERCIAL financial support

This program has received
NO COMMERCIAL in-kind support
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.
What is Mainpro+?

• Mainpro+® (Maintenance of Proficiency) is the CFPC’s program designed to support and promote family physicians’ continuing professional development (CPD).

» System that enables family physicians to conveniently track/monitor CPD participation

» Educational certification ensuring high-quality, ethical CPD programming through a rigorous peer-review process

» Framework providing CPD participation guidelines and standards for Canadian family physicians
Mainpro+ requirements

- 5-year cycle
- Minimum 250 credits/cycle
- Minimum 25 credits/year
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
Eligible Topics

- Faculty development programs
- Research
- Computer skills
- Practice management
- Administrative Skills
- Alternative Health Practices
- Billing
- Prevention of Burnout/Resiliency
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 you individuals to challenge the College’s certification examinations for CCFP and CCFP (EM) designations
QUESTIONS?
Provincial vs National Certification
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
Can online, self-study programs be submitted as a provincial application?

**No**

- 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
Scientific Planning Committee

Roles and responsibilities
Involvement of the Scientific Planning Committee

- CFPC member(s) must have significant involvement in all stages of the program planning process.
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
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
QUESTIONS?
Submission requirements
The CERT+ Platform

- A more intuitive and easier to use online application platform
- New Guide to Certification
- New Quality Criteria Grid for assessing credits/quality
Submission Requirements

Applications must be submitted 6 weeks prior to anticipated start date
Required documents

- Program content
- Conflict of interest disclosure forms
- Conflict of interest disclosure slides
- A copy of the program evaluation
- Program invitation or brochure
- Program schedule/agenda
- List of topics
- Tools used to facilitate needs assessment
- Summary of previous event evaluations
- Sponsor branding
Is content required for all program applications?

Full content review is **not required** for the following 1-credit-per-hour programs:

- 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
QUESTIONS?
Quality Criteria Requirements
Quality Criteria Framework

Credits-per-hour are determined based on the depth of the Quality Criteria.
Quality Criterion 1: Needs Assessment and Practice Relevance

One-credit-per-hour
- Indirect needs-assessment
- Learning objectives tied to needs assessment results
- Use CanMEDS-FM roles to identify gaps

Two-credits-per-hour
- Needs assessment sample is representative of target audience
- Must identify gaps in competence in at least one CanMEDS-FM role

Three-credits-per-hour
- Needs assessment performed on actual program participants
- Uses data from practice
- Identifies gaps in competence in more than one CanMEDS-FM role
Quality Criterion 2: Interactivity and Engagement

**One-credit-per-hour**
- Minimum 25% interactivity

**Two-credits-per-hour**
- 25 to 50% interactivity
- Interactivity beyond audience Q & A
- Opportunity to interact with material, facilitator, participants
- Component of activity is small group learning/case-based learning

**Three-credits-per-hour**
- Program based on small group learning (case-based for online)
- Includes activities that can be applied to practice
- Includes formal reflective activity
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

One-credit-per-hour
- Outline of evidence used must be provided on all program materials
- Best available evidence should be used (RCT, systematic reviews, cohort case control studies)
- Lack of evidence or assertions must be made clear to the audience
- No altering of graphs or diagrams

Two-credits-per-hour
- Canadian evidence should be used when available
- Content must reflect patient oriented outcomes over surrogate outcomes

Three-credits-per-hour
- Program must include opportunity for participants to seek, appraise, and apply best available evidence
<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Program Features</th>
</tr>
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<tbody>
<tr>
<td>One-credit-per-hour</td>
<td>• Program includes discussion of commonly encountered barriers</td>
</tr>
<tr>
<td>Two-credits-per-hour</td>
<td>• Program includes discussion of common barriers and approaches to overcoming barriers</td>
</tr>
</tbody>
</table>
| Three-credits-per-hour | • Solicits barriers from actual program participants  
| | • Discusses barriers and approaches to overcoming barriers |
Quality Criterion 3: Evaluation and Outcome Assessment

One-credit-per-hour
- Includes self-reported change in knowledge, skill, competence, performance

Two-credits-per-hour
- Includes objective measurement of change in knowledge, skill, competence, performance.
- Evaluate change in competence in CanMEDS-FM roles identified in learning objectives

Three-credits-per-hour
- Objective measurement of change in knowledge, skill, competence, performance for ALL participants
- Evaluate change in all CanMEDS-FM roles identified in learning objectives
Quality Criterion 6: Reinforcement of Learning

One-credit-per-hour
- Not required for one-credit-per-hour

Two-credits-per-hour
- Incorporates one or more validated strategies to reinforce learning

Three-credits-per-hour
- Incorporates two or more validated strategies to reinforce learning
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
Completion Requirements

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 ≠ 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
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:
  - Approved material
  - Revised material
  - List of changes
QUESTIONS?
Tools and resources
Where to find help

• http://www.cfpc.ca/CPDProvidersandPlanners/
• http://www.cfpc.ca/Commonly_Referenced_Resources_and_Policy_Updates/
• certplus@cfpc.ca
• Revised Quick Tip document on Conflict of Interest and Disclosure to support the National Standard

Coming soon

• Revised Guide to Mainpro+ Certification
• Quick-tips documents on Learning Objectives & Needs Assessments
• Revisions to the CERT+ application form – streamlining questions, removing redundancies, easier application process for rounds and journal clubs
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.