

AACB Continuing Professional Development Scheme

CPD Tip#1 – Introducing the AACB CPD Scheme

The AACB CPD Scheme is provided as a benefit to members to ensure that they get recognition for their efforts in continuing their professional development.

CPD Tip#2 - Eligibility

All AACB members are automatically enrolled in the AACB CPD Scheme when joining for the first time, or when renewing their membership. The AACB CPD Scheme meets the requirements for CMLS certification in Australia and for MSC-NZ registration in New Zealand. Participation is provided as a member benefit and is free.

CPD Tip#3 - Submitting CPD Activity

Before submitting CPD activity, please consider downloading the CPD points table as an aid to submitting CPD activity

To add CPD activities to your record, click on the + button.

Each CPD activity is assigned a "Unit of Measurement".

Category	Unit of measurement	Points/Unit	How to claim points
Attendance at Scientific Meetings			
AACB Events			
AACB Annual Scientific Meeting	Each half day attended	8	Claim 1 Unit only for each half day attended
RCPA AACB Chemical Pathology Course - per half day	Each half day attended	8	
AACB Scientific Education Seminar or Workshop	Each half day attended	8	
AACB Satellite Meeting	Each half day attended	8	
Workshop participation	Each half day attended	8	
International/National/State/Divisional/Regional Scientific Meeting	Each half day attended	8	
AACB Branch Meeting	Each hour attended	2	Claim 1 Unit only for each hour attended
AACB webinar	Each hour attended	2	
AACB Tutorial	Each hour attended	2	
Scientific seminars/research forums/lunch time meetings (not workplace clinical case reviews)	Each meeting attended	2	Claim 1 Unit only for each half day attended

For example:

For attendance at the "AACB Annual Scientific Meeting", each half-day attended equals 1 Unit (value of 8 CPD points). Therefore....

Attendance for half a day? - Units claimed = 1 (8 CPD points awarded)

Attendance for a full day? - Units claimed = 2 (16 CPD points awarded)

Attendance for 2.5 full days? - Units claimed = 5 (40 CPD points awarded), and so on.

If you need any assistance in submitting CPD activity please contact the [AACB Office](#).

AACB CPD Scheme – Points Table		
Category	Unit of measurement	Points
Attendance at Scientific Meetings		
AACB Events		
AACB Annual Scientific Meeting	half day attended	8
RCPA AACB Chemical Pathology Course - per half day	half day attended	8
AACB Scientific Education Seminar or Workshop	half day attended	8
AACB Satellite Meeting	half day attended	8
AACB Branch Meeting	hour attended	2
AACB webinar	hour attended	2
Workshop participation	half day attended	8
International/National/State/Divisional/Regional Scientific Meeting	half day attended	8
Scientific seminars/research forums/lunch time meetings (not workplace clinical case reviews)	meeting attended	2
AACB Tutorial	hour attended	2
Presentation at Meetings		
Presentation at National/State/Divisional/Regional Scientific Meeting/Workshop or New Zealand SIG meeting	per 30 min presentation ¹	6
Presentation of poster (half credits if co-author but not the presenter)	per presentation	6
Presentation at Australian SIG or recognised workplace scientific meetings, seminars, research forums	per presentation	3
Presentation of AACB Tutorial	per presentation	3
Publications		
Primary author of an article published in a peer reviewed scientific journal	article published	10
Secondary author of an article published in a peer reviewed scientific journal	article published	5
Scientific article reviewed for a peer review journal	review published	3
Book review - published review of a scientific publication	review published	3
Professional Service		
Maximum points 10 per year		
National/State/Divisional/Regional committees for AACB	year of service	2
Service on National Scientific Meeting Committee	year of service	2
Examinations Council Membership	year of service	2
NATA/IANZ assessor	year of service	2
Editor of Scientific Journal	years of service	2
New or reviewed article for "Pathology Tests Explained"	article published	5
Other Activities		
Maximum points 10 per year		
Professional, scientific or educational project development	hour of activity	2
Publication of short scientific or laboratory related articles - not peer reviewed	hour of activity	2
Teleconferences relevant to medical science (not workplace related)	hour of activity	2
Presentation of journal at workplace journal club	presentation	3
Not otherwise categorised	hour of activity	2

¹ (may be claimed in addition to attendance claim)

CPD Tip#4 – Simplified registration and CPD points accrual for GoToWebinar

From July 2023, registration for webinars using GoToWebinar will be a single step process with automatic allocation of CPD points and availability of an attendance certificate to attendees.

CPD Tip#5 – make sure that you CPD record is up to date!

From July 2023, AACB is facilitating CMLS Certification for members. One of the eligibility criteria is ongoing participation in the AACB CPD Scheme. So make sure that your CPD record is up to date.

CPD Tip#6 – How is my CPD score calculated?

The AACB CPD Scheme does not use a fixed start and end time to calculate your CPD score. The Scheme looks back 2 years from the current date to calculate your CPD score. There is also no requirement for a minimum number of points in any 1-year period. If you have accrued 80 points in the last 2-years then the CPD requirements have been met. What this means is that the impact of lapses in eligible CPD activity is lessened, and you can catch up by increasing your CPD activity.

CPD Tip#7 – How do I find my CPD record?

The CPD record is one of the benefits of AACB Membership! It is an asset to you because it provides evidence to your employer and your colleagues that you are committed to your personal professional development.

To find your CPD record, log into the AACB website and click on “My Account”. One of the tabs in your account is labelled “CPD”. There you will see:

- The CPD program that you are enrolled in (either CMLS-compliant or MSC-NZ Compliant).
- Targets that will allow you to export your current CPD record, print a CPD certificate (only if you have met the CPD requirement for the scheme) or print a statement of your CPD record to date.
- A list of CPD activities submitted on your behalf by the AACB.
- A list of CPD activities submitted by you.
- A target giving you the option to submit additional CPD activities.
- Your activity in the current CPD period (Year 1 and Year 2).
- A summary of your CPD points for Year 1 and Year 2.
- Whether or not you have met the CPD scheme requirements.

The AACB CPD Scheme is provided for your benefit! Use it! Make the most of it!

CPD Tip #8 -CMLS Certification and the CPD record

By being an AACB Member, you are already commitment to continuous professional development. So, CMLS certification is the natural NEXT STEP!

The CPD record is an essential element in your CMLS Certification application. So, meeting CPD requirements as defined in the AACB CPD Scheme is important.

Where the CPD requirement has been met at the time of CMLS certification application, and all other requirements are met, your certification status will be "Fully Certified".

Where the CPD requirement has not been met at the time of CMLS certification application, and all other requirements are met, your certification status will be "Provisionally Certified".

CPD Tip #9 - Your CPD record

Your participation in the AACB CPD Scheme is automatic as an AACB Member. So its a perfect record of your professional engagement and development. In addition, it is an important component of CMLS certification.

You are encouraged to:

1. **Regularly review your CPD record** to ensure that it accurately reflects your CPD-eligible activities.
2. **Add entries as needed** to keep your record up to date.
3. **Contact the AACB Office** if you have any questions on CPD accrual.