

# UTTARAKHAND MEDICAL COUNCIL

## Draft Guidelines

### **GUIDELINES FOR CONTINUING MEDICAL EDUCATION ACCREDITATION**

#### **PREAMBLE**

Medical Science is dynamic and it is essential for the doctor to become acquainted with the advances in medicine. This is in essence the concept of Continuing Medical Education (CME). Tremendous advances are taking place in the field of medical sciences, continuously changing the concept, approach to management and the outcome of several diseases. The rapid pace of these advances makes it mandatory for doctors to keep themselves updated so that they may apply this information to their practice & thus fortify his/her competence and knowledge by keeping abreast with the latest developments in the field.

The changing demographic profile of our country is also accompanied by changing disease patterns, education profile and health awareness. This has resulted in substantial increase in expenditure on health by individuals and also by Government. While the doctors to population ratio has been steadily improving due to the exponential growth of Medical Institutions, the rapid pace of technological and scientific advances, and the looming threat of new disease clearly mandate a system of continuing medical education to keep the medical personnel current in terms of knowledge and skills, thereby enhancing Medical Education and health care system to a global model.

Hence Continuing Medical Education is felt need to update the knowledge of all doctors. Imparting new knowledge and skills in medicine to the professional in a systematic manner is possible only through Continuing Medical Education Programme.

#### **DURATION OF CONTINUING MEDICAL EDUCATION PROGRAMME:**

Government of India in consultation with Medical Council of India has notified the Code of Medical Ethics-2002. These regulations namely M.C.I.(Professional Conduct, Etiquette ,and Ethics) is in force and Rule1.2.3 states that "A Physician should participate in professional Meetings as part of C.M.E. programmes, for at least 30 hours every Five Years, Organized by reputed professional academic bodies or any other authorized Organizations. The compliance of this requirement shall be informed regularly to M.C.I. or State Medical Councils as the case may be".

Accordingly Re-registration once in five years is mandatory and to qualify for Re-registration, every Doctor registered in U.M.C. (Uttarakhand medical Council) should produce Certificates for having attended C.M.E. programmes equal to 30 credit points conducted by organizations recognized by U.M.C.

### **ORGANISATIONS/ACADEMIC ACTIVITIES TO BE ACCREDITED FOR CREDIT POINTS**

To regulate and standardize the CMEs and also to avoid exploitation by non-accredited agencies, it is decided that the CMEs organized by the following organizations/institutions are approved by the Uttarakhand Medical Council for CME accreditation.

1. International Conference of Registered Medical Professional bodies / Associations.
2. National Conference of Registered Medical Professional bodies / Associations.
3. State Conference of Registered Medical Professional bodies / Associations.
4. National, State, District & City level scientific programmes organized by Professional organizations like Indian Medical Association & its Academic Wings/ speciality associations (API,FOGSI,ASI,IAP)etc.
5. CME / Workshop / training programme conducted by all recognized/approved Medical Colleges, PG Institutes, universities, M.C.I/Central & State Govt. Teaching & training facilities including public sector / army/railway hospitals having teaching and training facilities.
6. Institutions/ hospitals conducting DNB courses.

### **GUIDELINES FOR CME ACCREDITATION**

#### **A**

1. The power to award Accreditation / Credit points will be the sole discretion of the Uttarakhand Medical Council.
2. The Association / Organization / Medical Colleges/ Hospitals/ Organizing Secretary will apply to the Uttarakhand Medical Council, duly forwarded by head of institution. The application should be made addressed to The registrar, Uttarakhand Medical Council with the following information:
  1. Name of organization conducting the programme.
  2. Address
  3. Venue of the conference/CME/Workshop
  4. Date of the conference/CME/ Workshop
  5. Name of faculty with detailed qualification and experience.

6. Expected number of attending delegates.
  7. Topics to be discussed in the conference/CME/Workshop
  8. Detailed programme schedule.
  9. Name of organizing secretary.
3. Each application should be accompanied by processing fee as applicable in form of demand draft payable to Uttarakhand Medical Council, Dehradun Or by direct bank transfer to Acc.Name.....No.....Bank.....IFSC code.....

Processing fee for various events shall be as follows:

1. Local/ District level event- Rs 500/-( Five hundred only)
  2. State level event-Rs 2000/ ( Two thousand only)
  3. Zonal level event-Rs 3000/( Three thousand only)
  4. National level event-Rs 5000/( Five thousand only)
  5. International level event-Rs 10000/( Ten thousand only)
4. Application for award of credit points should reach to the UMC preferably one month in advance of the event so that credit points can be awarded by council in time on letter head bearing number and date.
  5. UMC shall communicate about the award of credit points to the organizers within one week of the receipt of application.
  6. Association / organization should strictly issue the certificate to the delegate who has attended the CME/ Conference / Seminar / Workshop / Training Programme. The certificate should be distributed only at the end of event bearing the letter no. with date issued by Uttarakhand Medical Council & number of Credit Points awarded to that particular event.
  7. Associations / organizations will be duty bound to send the list of the delegates who have attended the CME / Conference within 15 days of the scientific programme. A separate list of the delegates belonging to state of Uttarakhand and delegates of the other states to be submitted to the Uttarakhand Medical Council.
  8. In case it is found that the certificate is false, than the issuing Association / Organization will be debarred for future accreditation.
  9. Uttarakhand Medical Council may depute one representative to attend the CME's as an observer and will be given certificate of attendance. Observer shall be Member of UMC or Subject expert registered with UMC.

The observer deputed by Uttarakhand Medical Council shall be treated as "Invited Registered Faculty". Stay & Transport to be borne by the organisers.

## B

Credit points to the CME/State/National/International Conference/Workshop organized will be credited on the basis of the quality of subject matter and the status of the speakers delivering the lecture during the CME.

1. For each CME/State/National/International Conference/ Workshop will be awarded Credit points as per the schedule of the conference. Doctors claiming the credit points will be required to submit the Certificate of attendance, at the time of renewal of registration.
2. The doctors may attend the International C.M.E.'s/Conference held overseas as delegate. On the production of the certificates of attendance, CME Credit points will be given on the same pattern as for National Conference.
3. Doctors working as medical teachers can claim Credit points per year on production of certificate from their head of institution that they are taking under graduate/postgraduate classes and are engaged in teaching / research work in the institute.
4. Doctors doing full time post-Graduate course(Diploma/Degree) eg. MD, MS, DNB, MCh., D.M., Fellowships, approved/Recognized by Government of India & MCI, from recognized institutions in India or abroad will get points per year for the duration of the courses
5. Any paper (original/ case report) published in indexed state/Zonal/National/International journal will entitle the author & co-authors for CME Credit points.
6. Any chapter published in medical text book, published by professional bodies will entitle the author/co-authors for Credit points.
7. Speakers/Chairman/Co-chairman at any conference/CME/Workshop/training programme will be given credit point in addition to the Credit points allotted for that particular academic event.
8. Subscription of the indexed national/international journal will entitle the doctors two Credit points per year for each journal subject to a maximum of 4 credit points per year. Member of professional bodies who receive journal as a part of their membership should give proof of membership of the professional bodies.

9. Paper presentation (Oral/ Poster) in International/National Conferences will be awarded additional 2 Credit points.
10. Doctors working in Govt. Sector/Private Sector undergoing refresher courses/training from time to time can claim Credit points on the submission of certificate as per the norms of UMC.
11. Satellite Scientific Programmes - Internet CME / Symposium from repute / National & International institutes also be accredited on a similar guidelines.
12. Doctors working on administrative post as Director/Joint Director of Medical Education and Research/ Health Services, Dean/Principals/Dy. Dean/Vice –Principal shall be given 5 credit points per year.
13. Doctors elected/appointed as MP/MLA/MLC/VC of health University shall be given 5 credit points per year during the tenure.
14. Doctors posted in notified difficult areas of state /Army doctors posted at border shall be given 5 credit points per year.
15. Doctors above 70 years of age shall be given 5 credit points per year.

### *Guidelines for issuing Credit points*

Sr. No.	Event	Credit Points
01.	One hour CME by International Faculty	1 credit points
02.	One to Two hours CME by National faculty that is speaker from teaching institutions	1 credit points
03	Half day CME (min 4 hr duration)	2 credit points
04	One day CME / Conference (6-8 hr duration)	3 credit points
05	Two day conference of(6-8) hrs duration each day	6 credit points
06	Three day conference of(6-8) hrs duration each day	9 credit points
07	Author/Editor of Published Medical Text Book	5 credit Points
08	Author of Chapter published in Medical Text Book	2 credit Points
09	Original Article published in National / State/International Indexed Journals	2 credit Points
10	Case Report published in National / State/International Indexed Journals	2 credit Points
11	Doctors posted in difficult area as notified by government	5 credit Points per years
12	Border posting of Army doctors	5 credit Points per years
13	Doctors above 70 years of the age	5 credit Points per years

<b>14</b>	Satellite Scientific Programme (min 4 hr duration)	2 credit Points for Half day CME
<b>15</b>	Doctors working as Medical Teacher	4 credit Points per years
<b>16</b>	Doctors doing Post Graduation approved by government and MCI	5 credit Points per years
<b>17</b>	Paper Presentation (Oral/Poster) during conferences	2 additional credit points for each paper/poster presented
<b>18</b>	Subscription of indexed National/International Journals	2 credit points per year for each journal subject to maximum of 4 credit points each year
<b>19</b>	Speakers/Chairman/Co-chairman at any conference/CME/Workshop/training	2 additional credit points

Maximum credit points allotted to one scientific programme shall not exceed to 9 Points.

#### **CONTINUED MEDICAL EDUCATION (CME) WHICH WILL NOT BE ACCREDITED**

1. The CME organized by a drug/equipment company for promotion of the drug / equipment will not be considered.
2. CME organized by the individual Nursing Homes/Hospitals/Persons for marketing purpose shall not be credited.
3. CME organized for self-promotion/advertisement will not be credited.

**Decision of Uttarakhand Medical council for award of credit points shall be final and binding to all.**