



ANZCA and FPM CPD Program

Category 1 Practice evaluation – criteria

Category 1
Practice evaluation
Reviewing
performance

Category 1
Practice evaluation
Measuring outcomes

1. Purpose

The purpose of these criteria is to define what constitutes 'practice evaluation – reviewing performance' and 'practice evaluation – measuring outcomes' activities for inclusion in the [ANZCA and FPM Continuing Professional Development \(CPD\) Program](#). This ensures decisions regarding new practice evaluation activities are made in a consistent and objective manner.

2. Definitions

Practice evaluation - Reviewing performance

Informal or formal reviews and critical reflection for continuous improvement of your practice or that of your team/group/organisation, with feedback based on actual work processes.

Examples of activities include annual performance appraisal (structured conversation with a peer), patient experience surveys, multi-source feedback (MsF), peer review, cultural safety training and evaluation of clinical support activities such as teaching and leadership.

Practice evaluation - Measuring outcomes

Activities in which the outcomes of your practice or that of your team/group/organisation are measured and reviewed. Usually this would include review against a benchmark, standard or other comparator.

3. Practice evaluation category criteria

The practice evaluation category includes activities that evaluate a participant's own practice for quality assurance as well as activities that may not be directly relevant to their own practice.

Examples of activities that are directly relevant to a participant's practice include those that review their performance (multi-source feedback, patient experience surveys, evaluation of teaching) and those that measure outcomes (audit). Examples of activities that may or may not be directly relevant to a participant's own practice include attendance at morbidity/mortality meetings, participation in case conferencing, hospital accreditation visits and medico-legal report writing.

Reviewing performance

To be considered a practice evaluation - reviewing performance activity, the following criteria need to be met. For each participant, the selected activity must be relevant to their scope of practice.

1. The activity considers performance feedback from peers, colleagues, or patients.
2. Feedback received is about everyday work processes.
3. The activity prompts meaningful reflection and supports continuous improvement of performance.

Measuring outcomes

To be considered a practice evaluation – measuring outcomes activity, the following criteria need to be met. For each participant, the selected activity must be relevant to their scope of practice.

1. The activity evaluates the outcomes of everyday work.
2. The activity involves analysis of outcome data related to everyday work with reference to a benchmark, standard or other comparator.
3. The activity prompts meaningful reflection and supports continuous improvement.

4. Evolution of the category

The ANZCA and FPM CPD Program has required fellows and other CPD participants to complete practice evaluation activities since 2014.

Under the 2014 triennial and credits-based program, fellows and other CPD participants were required to complete two of the following four practice evaluation activities each triennium:

- Multi-source feedback
- Peer review of practice
- Patient experience survey
- Audit

In 2023, the CPD program was updated to meet revised Medical Board of Australia and Medical Council of New Zealand guidelines. Under the updated annual, hours-based CPD program fellows and other CPD participants working in clinical practice and those practising without direct patient care must complete 25 hours of practice evaluation each year (including a minimum five hours each of reviewing performance activities and measuring outcomes activities).

In addition to completing the minimum five hours of measuring outcomes, fellows and other CPD participants must complete one of the above listed reviewing performance activities each year, with hours spent counting towards the minimum 25-hour total duration for practice evaluation activities.

An exception is ANZCA provisional fellowship participants who are required to complete 50 hours annually in any category, and those practising without direct patient care.

Change control register

Version	Author	Reviewed by	Approved by	Approval date	Sections modified
1	K Elliott N Kaye G Mastrantoni	L Roberts M Barlev P Roessler D Devonshire	CPD Committee	2023	Updated to reflect annual 2023 CPD Program framework

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