FAQ's

CPD Program

1. What is the current CPD cycle?

The current cycle runs from Nov 1st, 2022, to Oct 31st, 2024.

2. How many credits will I need to earn?

NSCMIRTP registrants will be required to complete 30 continuing professional development (CPD) credits every two years. Unused credits will not "roll over" into the next cycle. Credits will be prorated for those that were not a registrant for the full cycle. Please see **the proration table**.

3. What if I start a credit in one CPD cycle but finish it in another?

This credit should be entered in the CPD cycle that the credit was finished in. The exception to this would be individuals that during the audit process in Nov and Dec are found to have inadequate number of credits. Credits completed to bring themselves into compliance with the CPD program will be counted in the prior cycle.

4. Do I have to get credits from each of the CPD sections?

No. However, some activities have maximum credit values, so registrants are encouraged to get involved in different types of learning activities.

5. Will people working part-time, or casual hours still require the same number of credits?

Yes. All NSCMIRTP registrants will be required to complete the same mandatory CPD credits, 30 credits every two years. The aim of the CPD program is to ensure registrants remain current and engaged in practise regardless of whether they are full-time, part-time, or casual.

6. What about registrants on a Leave of Absence from work?

The CPD Program is mandated for NSCMIRTP registrants only. Therefore, if a registrant completes a resignation form prior to beginning any work-related leave of absence (LOA), credit earning activity will not be required during the LOA. CPD credits will also be prorated if/when the registrant is reinstated. If, however, the registrant maintains registration during a work-related LOA, the registrant is subject to the same 30 credits/2years.

7. I work in more than one discipline. Does this mean I have to earn more CPD credits?

No. You will only be required to complete the 30 CPD credits every two years.

8. I am already required to earn CPD credits for other organizations (e.g., Sonography Canada or CAR for Mammography). Will I be able to use these credits for the NSCMIRTP?

Yes, the CPD activities can be counted for both organizations. Note credit value is determined by each organization for their CPD programs therefore the credit value received for an activity may not be the same for both organizations.

9. If I need credits for more than one organization, do I need to keep separate records for each organization?

The NSCMIRTP requires you to submit an online portfolio of your CPD credits. You will need to check with the other organization's requirements whether you will also need to record your activities in a separate portfolio for them. Sonography Canada does not currently require you to submit a portfolio but does note that if you are selected for an audit with them, you would need to produce evidence of your learning activities.

10. How do I apply for credits for something that does not fit into one of the existing categories?

An **Application for CPD Credit Approval** along with any other applicable documents, can be completed and submitted to the Credentials Committee for consideration at info@nscmirtp.ca. This process must occur 4 weeks before the anticipated date of activity. If the application cannot be provided prior to 4 weeks, you are still encouraged to submit the application, but there is no guarantee of approval.

11. What percentage of registrants will be audited?

The auditing process will be performed on all non-complaint registrants and a random selection of up to 10% of registrants.

12. What happens when I get audited?

When you are selected to be audited, your CPD portfolio will be reviewed for completeness, supporting documents, appropriateness of reflective statements and currency. Please see full audit process in CPD manual for details.

13. How will I keep track of my activities?

Individuals will login to the registrant's portal through the NSCMIRTP website to connect to their CPD portfolio. There, they will be able to view and upload information related to their CPD activities. For those that wish further instruction on how to use the platform please refer to the webinar on the College's YouTube site.

14. What happens if I don't complete the CPD credits in time?

Non-compliance means you will automatically be selected for audit. You will receive a short extension period to complete the required CPD credits. If a registrant is still non-compliant with the CPD program as of Dec 31, they will be blocked from renewing their registration and removed from the active registrant list on January 1 unless they have entered into a written agreement with the credentials committee to grant an extension. As a default, extensions past Dec 31 will not be granted, there must be evidence of extenuating circumstances.

15. What type of "proof" will be required for activities?

It is up to each registrant to keep any documentation (electronic or hard copies) pertaining to CPD activities. Not all activities will require verifiable proof. Many activities are difficult to provide this level of proof but still provide valuable learning. For example, you can provide a copy of a journal article that you read, but proof that you read it is more difficult. It is required that a minimum of 50% of CPD activities have verifiable proof such as a sign in sheet, signatures of students for preceptor hours, proof of course completion, quiz post LMS course etc.

16. How will I receive credit for my involvement with research activities or development of educational resources?

Credit value for research activities or development of education resources is dependent on the amount of work and time put into the activity and will differ depending on the specific project. Rubrics have been created that will be used by the College to determine the credit value, on a case-by-case basis. A log of hours and a short summary of the project will need to be submitted to the CPD platform, so that appropriate credits can be given. Please see Application for CPD Credit Approval.