

Consultation Outcome 2022



New Zealand
**Medical Radiation
Technologists Board**
Te Poari Ringa Hangarua Iwaruke

Outcome Overview

The Medical Radiation Technologists Board proposed to make a change to the audit cycle for practitioners' CPD. This would see CPD being aligned to a calendar year (rather than an APC year), and the current three-year triennium cycle, moving to a two-year biennium cycle. Audits would move from an annual schedule to being conducted once every two-years.

The Board has now reviewed the consultation feedback. Support for the changes was overwhelming, and for that reason the Board has determined to implement the changes set out in the consultation document.

Changes

- CPD will now be managed within a two-year period known as a biennium. Each biennium is fixed.
- Each year of the cycle will now be aligned to a calendar year – that being from January to December.
- Audits will now be carried out by the Board every two years, in the year following the end of a biennium. This means the Board will now audit 40% of practitioners who hold a current practising certificate. Each practitioner selected for audit must provide their CPD information for the whole biennium.

Audit

2023 will be a transition year. Practitioners selected for audit in 2023 will have to provide **one-year's worth of CPD relating to the CPD they undertook between January to December 2022**. 20% of practitioners who hold a current practising certificate will be selected. Those selected must provide evidence that they have engaged in at least **10 hours of CPD in 2022 – January to December**.

There will be no audit in 2024, however, practitioners must ensure they continue to engage in CPD during 2023 and 2024.

The **2025** audit will cover the **2023-2024** biennium. 40% of practitioners who hold a current practising certificate will be selected in 2025. In readiness for the 2025 audit, practitioners must ensure their two years of CPD for 2023 and 2024 meets the minimum hours requirement: **40 hours over the biennium**. A minimum of 15 hours must be completed in any one year.

CPD Requirements for Future Years:

2023 Transition Year

Due to the transition year, 20% of practitioners will be selected for audit in 2023.

Practitioners selected for audit in 2023 must provide evidence of **10 hours** of CPD undertaken between January and December 2022.

The documentation required for audit remains the same as outlined in the [2020 CPD policy](#):

- Recertification Declaration
- An employment history
- A logbook clearly detailing the CPD activities undertaken, and the number of HOURS the activity was worth.
- Reflective statements, relating to clinical, ethical and culturally appropriate practice.
- Evidence / certificates from the CPD activities undertaken

2024

There will be no audit in 2024 as audits will now be undertaken once every two years.

What you need to do for the 2023-2024 biennium:

- Engage in CPD and undertake a minimum of 40 hours of CPD across the biennium.
- You may do a minimum of 15 hours in any one year. However, you must ensure you undertake the remaining 25 hours in the alternate year of the biennium.
For example: Mr Jones undertakes 15 hours of CPD in 2023. In 2024, Mr Jones must undertake 25 hours, in order to meet the 40 hours required.
- Ensure 60% of CPD undertaken is substantive. The [2020 CPD policy](#) sets out what is considered substantive CPD.
- Keep a clear record of the activities you have undertaken.

2025 Audit

In 2025, the Board will audit 40% of practitioners who hold a current practising certificate.

What you would need to provide if you are called for audit:

Evidence of the full two years of CPD undertaken for the 2023-2024 biennium.

The audit documentation required remains the same.

If selected for audit, you will also be advised of what documentation is required.

Outcome Overview

The Medical Radiation Technologists Board carefully considered all feedback provided. Support for the changes was overwhelming, however some feedback expressed reservation regarding the changes, and the Board will address those concerns below:

Feedback:

Some feedback suggested it may be difficult to acquire the necessary hours within the two year biennium, due to unforeseen events. The Board acknowledges events can cause some disruption. However, the hours practitioners are required to complete has not increased. Under the triennium structure, practitioners were expected to complete 60 hours across the triennium. In effect, this was **20 hours per year** (practitioners were permitted to undertake a minimum of 10 hours in any one year, but were still required to complete the full 60 hours during the triennium).

Under the new biennium, practitioners will be required to undertake 40 hours of CPD, which in effect means practitioners are still required to undertake **20 hours each year** of the biennium.

Some questions were asked regarding the alignment to a calendar year, rather than an APC year. Alignment to a calendar year helps to ensure the requirements are more easily understood. This creates a clear, even playing field and practitioners know they must complete a certain number of hours each calendar year, and more clearly aligns with the biennium.

Some practitioners were unclear about the percentage of practitioners who will be selected for audit. Currently, 20% of all practitioners holding a current practising certificate are selected for audit every year. The increase to 40% simply reflects that audits will now be carried out once every two years. Accordingly, this does not increase the frequency at which a practitioner may be selected for audit.

Timing of audits

Audits will be carried out once every two years, following the completion of the previous biennium. For example, the next biennium covers the calendar years of 2023 and 2024. The audit for this biennium will take place in 2025.

The audit will be carried out after the APC renewal period. Practitioners selected for audit may be notified they have been selected from April of the applicable year. As with previous years, they will be given clear instructions on what documentation to provide, and the date it must be provided.

The CPD policy will provide further details regarding CPD requirements. It is a practitioner's responsibility to ensure they are familiar with the policy.