

**Accreditation of**  
**Continuing Education**  
**Programme [CEP]**  
**-Guide lines-**

# **THE TAMIL NADU DR. MGR MEDICAL UNIVERSITY**

## **Centre for Accreditation of Continuing Education Programme**

### **INTRODUCTION**

Continuing Education Programme [CEP] refers to a specific form of continuing education that helps those in the field of Medical, Dental, Paramedical & Allied Health Science Courses to maintain their professional competence and to learn about new developing areas of their respective field. Based on the specialty it can be called as Continuing Medical Education Programme, Continuing Dental Education programme etc.,

These activities may take place as live events, Hands on Training, written publications, online programs, audio & video or other through Electronic Media. Content for the program is developed, reviewed, and delivered by faculties who are experts in their respective speciality .

Continuing Education Programme are developed and delivered by a variety of organizations, including professional associations, Medical Educational Agencies, Corporate Bodies, Pharmaceutical Companies, Hospitals and Educational Institutions including universities with Affiliated and Non-Affiliated Institutions of Medical, Dental, Nursing, Pharmacy, Physiotherapy & Allied Health Science Courses.

In this scenario, THE TAMILNADU DR .M.G.R MEDICAL UNIVERSITY has introduced securing credit points as MANDATORY for postgraduates and CRRIs. The University has developed certain criteria for the CEP accreditation and allocation of CEP credit points to the participants of CEP conducted in its affiliated or registered institutions and organizations offering such programmes. In future, CEP programmes conducted under the auspices of this university should follow the guidelines stipulated by the University.

The Requisite credit points to be submitted to be eligible to appear for university examination are as follows:

1. Post Graduates – ( Degree) – 50 credit points
2. Post Graduates – ( Diploma) – 40 credit points
3. CRRIs - 25 credit Points

#### PRE-REQUISITES FOR CEP PROVIDERS:

The CEP provider must fulfill the following essential areas

1. The application for Awarding Credit Point will be considered for all the Courses conducted by this University. The Institution or organization conducting the CEP must be registered with the Centre for CEP accreditation of this University.

All requests must be made on the appropriate application form which can be downloaded from the University Web site ([web.tnmgrmu.ac.in](http://web.tnmgrmu.ac.in)). The application are to be submitted to the Secretary, The Centre for CEP Accreditation, The Tamil Nadu Dr.M.G.R.Medical University, Chennai.

2. Written statement of the proposed CEP mission, which includes the CEP purpose, content areas, target audience, type of activities provided and expected results of the program should be communicated in the prescribed format to the University Accreditation Committee.

3. The Institution or organization conducting the CEP should evaluate the effectiveness of its CEP activities by an assessment method made available to the participants before and after the program, so that necessary improvements may be made in the future.

4. The CEP meetings must be open to all Professionals.

5. The Organizers / Co-ordinators should hold the post of any ONE of the following:

- A. Head of Institutions
- B. Unit Chiefs of Departments in Teaching Institutions
- C. Heads of Unit in tertiary care Hospitals.
- D. Chairman of Chapters of Societies at state level

6. For any CEP to be awarded Accreditation be comprised of minimum of 25 participants per session.

## **Categories of Continuing Education Programme**

### **Category 1**

#### **A Congress or a Conference**

- a) Be conducted for not less than 3 full days, a full day being 5-8 hours.
- b) Should involve speakers of international standard.
- c) Should contain plenary lectures / symposium.
- d) Should allow presentation of free communications / posters.

### **Category 2**

Activities conducted with a local or regional participant group as CEP, Seminars or Symposium and PG Refresher Courses or organized by recognized educational institutions / Professional bodies.

### **Category 3**

Workshops & Hands on Training on Models and Skill Lab , BLS / ATLS / PLS / First Aid Courses - Operative procedures relayed live to a group of Students, Faculties and practitioners may be considered.

**CEP CATEGORY AND CREDITS POINTS**

Category	Nature of the Programme	Credit Points
I	Conference or Congress International / National / State level	Minimum 3 Days with 5-8 Hours per Day - 30 Points

Category	Nature of the Programme	Credit Points		
		Less than 02 Hours	02 - 05 Hours	05 - 08 Hours
II	Activities conducted with a local or regional participant group as CEP, Seminars or Symposium and PG Refresher Courses or Symposium organized by recognized educational institutions / Professional bodies.	02 Points	05 Points	10 Points
III	Workshops & Hands on Training on Models and Skill Lab, BLS / ATLS / PLS First Aid Courses - Operative procedures relayed live to a group of Students, Faculties and practitioners may be considered.	05 Points	10 Points	15 Points

FOR ANY CATEGORY , MAXIMUM OF 30 CREDIT POINTS WILL BE AWARDED.

### Credit points for resource persons

The resource person shall be a

- Speaker
- Chairperson
- Moderator
- Demonstrator
- Presenter in free communication session
- Presenter of a poster

The CEP credit could be claimed depends on the category under which the activity was registered and the duration of the individual sessions.

The resource person may claim twice the amount of credit that the session participants are entitled to claim. For example, if a participant attending a session is eligible to claim 1 credit, the resource person may claim 2 credits.

Any participant who has been awarded any prize for their scientific contribution will be awarded another 10 credit points.

For any kind of participation in a CEP, maximum of 30 (thirty) credit points only will be awarded

Purely administrative functions such as attending to correspondence, communicating with speakers or funding agencies or performing secretarial duties are not classified as CEP.

Any CEP of more than 2 Hours duration should contain minimum of 03 (Three) speakers.

### Credit points for Single lecture

A single lecture presentation will entitle the participant to claim a maximum of 2 credit points, irrespective of the duration of the presentation.

The participation Certificates should have the University Emblem.

The Credit Points shall be awarded to the Resource Persons as per the guidelines stipulated.

Reciprocal recognition of CEP credit points

Participating in activities organized by accredited institutions abroad such as the Royal Colleges of UK, the American College of Physicians, the American Medical Association, the British Medical Association and other similar organizations could be considered for recognition, provided such educational activities had been accepted by the concerned authority of the country as CEP/CPD.

The participation Certificates should contain the Credit Points. Without Credit Points the Certificates will not be valid.

Sd.....

PROF. Dr. D.SHANTHARAM  
VICE CHANCELLOR

To  
The System Analyst  
University Computer Cell.

**REVISED FEE FOR ACCREDITATION AWARDING OF  
CREDIT POINTS & CATEGORY**

S.No	Institutions	Fees
1	Affiliated Institution of this University.	Rs.1,000/-
2	Non- Affiliated Institutions, Organizations, Professional Associations, Medical Educational Agencies, Corporate Bodies, Pharmaceutical Companies, Private Hospitals and other Deemed Universities	Rs.5,000/-
3	<p><b><u>LATE FEE:</u></b></p> <p>A) Affiliated Institution</p> <p>B) Non- Affiliated Institutions, Organizations, Professional Associations, Medical Educational Agencies, Corporate Bodies, Pharmaceutical Companies, Private Hospitals and other Deemed Universities</p>	<p>Rs.10,000/-</p> <p>Rs,20,000/-</p>
<p>Application for accrediting <b>Continuing Education Programme</b></p> <ul style="list-style-type: none"> <li>• ( Medical, Dental, Paramedical &amp; Allied Health Science) should reach the University <b><u>One month</u></b> before the date of the scheduled Programme. Upto 20 days before the actual date of Programme, the applications will be accepted.</li> <li>• Belated applications will be entertained up to 10 working days before the actual date of the scheduled programme with the <b>prescribed Late Fee.</b></li> <li>• No applications will be entertained after the above prescribed date.</li> </ul>		

Sd.....  
**PROF. Dr. D.SHANTHARAM**  
**VICE CHANCELLOR**

**NOTE:**

***The above revised Guide Lines / Fees for Accreditating the Credit Points & Category for Continuing Education Programme will come into effect from 1st SEPTEMBER 2015 on wards.***

***DOSi/c./Coordinator  
CEP Committee***