

**Most of the questions that come to the Head Office, via the email and phone, are concerned with CPE Points. Many of the returned CPE Logs have activities listed that do not earn CPE points. A common misunderstanding among our Members who Teach and present Workshops, is the CPE point value of their work. The following information should guide you through this complex issue.**

### Earning CPE points with Workshop presentations and Teaching.

- ☞ The maximum number of points allowed for delivering one particular workshop (subject) is 10 points. If a workshop runs for 40 hours, it will only earn 10 points. If it runs for 5 hours, it will earn 5 points.
- ☞ Whether you delivered the same lecture once, or 20 times, you still only earn 10 points, because it's the same work.
- ☞ If it's a one-off workshop for an institution it earns CPE points. If it is regular employment, it doesn't constitute "Continuing Professional Education" - it's your job, like working in a clinic.
- ☞ The time you take to prepare your workshop does not earn CPE points, there is no way to verify the time spent. You only gain points for presentation time.
- ☞ When you present the same workshop in different years; it does not earn CPE points the second time.
- ☞ The time you take to correct and assess students work related to courses, does not count for CPE points. It does not further YOUR education, its work, and can't be verified.
- ☞ Every point for CPE has to be certified or verified. You need to submit Certificates of Appreciation for your workshop, or documented proof of your presentation, from employers or Institutions.
- ☞ Documents need to show the exact date, topic/title of the workshop, and the duration of the presentation. The documents must carry the name of the Institution, and signed by a relevant person from the Institution.

# CONTINUING PROFESSIONAL EDUCATION CPE

- ☞ If the documents you supply are valid and relevant, your provider status is maintained. If they are insufficient, the Health Funds withdraw your provider status and refuse your clients claims.
- ☞ The health Funds make several calls to the Office, every week, checking on individual members, to verify their status.
- ☞ The Service ARM provides for our Members, is to receive and store data. This is regularly updated and provided to the Health Funds when requested. It is the individual Members CHOICE to follow the criteria set by Health Funds, to receive their rebates, and the Members responsibility to submit all the relevant proof of compliance.
- ☞ CPE is not designed to be a burden. It is required to keep your work fresh and informed. It is the Health Funds who require it for provider status, and the Health Funds who police it.

**It should not be difficult to accrue 20 points when you're allowed to claim ARM Meetings and Workshops, relevant Books and Magazine Subscriptions, submitted Articles, completed Modules, Volunteer Massages, and Massage Technique Reviews.**

**DON'T FORGET TO RETURN YOUR CPE LOG, BY THE 31<sup>ST</sup> MAY. YOU NEED TO INCLUDE ALL THE DOCUMENTS THAT VERIFY YOUR CLAIMS.**

**These include Receipts for Books and Subscriptions, Certificates of Attendance, Certificates of Appreciation for Presentations and Volunteer work, completed Review sheets, Articles, and Module answers.**

## A.R.M. Members' C.P.E. Question from this journal

**Q. Why is Inflammation considered a "nonspecific" response?**

Gain 1 CPE point by writing the correct answer on your ARM CPE Log next to February 08