

# Cambodian Midwives Council



## Guidelines for Midwives on the standards for re registration including requirements for Continuing Professional Development [CPD] for Midwives in the Kingdom of Cambodia

October 2013.

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## **Introduction**

The CMC is the regulatory organisation for midwives in Cambodia and is responsible for improving standards of midwifery care in order to serve, protect and raise the profession in the eyes of the public

These guidelines have been written to help and encourage ALL midwives working in Cambodia to continually update and improve their knowledge and skills in order to provide the best possible care for their patients and clients

This guidance includes details of the Council's practice standard as well as advice on planning and carrying out your CPD and also how to reflect on the outcomes of the CPD

The standard for practice hours for those midwives whose practice includes treating patients is mandatory.

The standard for CPD is mandatory for those midwives whose current work involves any type of involvement /and or impact in the realm of clinical or paramedical care such as training pre service or post service ; writing, developing, implementing clinical guidelines, programmes or materials; influencing clinical midwifery practice and/or influencing the delivery of patient care.

The guidance for CPD is not prescriptive it is entirely up to you to decide what learning you need to undertake in order to meet the Council's CPD standard and should be used in accordance with Ministry of Health 'Safe Motherhood' Protocols and any other relevant Ministry of Health directives.

## **Why CPD is important for midwives?**

CPD helps you to demonstrate to your patients, clients, and colleagues that you are keeping up to date with professional practice and are able to think and reflect on what knowledge and skills you need to improve.

Effective CPD will help you to anticipate and respond to the changing demands of health care and improve your professional standards throughout your career

<sup>1</sup>Research evidence has shown that within 5 years of graduation from pre service health training the knowledge gained becomes obsolete and so without meaningful CPD practice is performed poorly and can lead to higher patient morbidity and mortality it is vital therefore that as a midwife you update your knowledge and skills continuously

Undertaking CPD activity is not in itself a guarantee of competence but it is a key indicator for assuring a high quality of care.

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<sup>1</sup> Gilles D & Petengill M (1993) Retention of continuing education participants , *Journal of Continuing Education in Nursing* 24, 17-22

## **Who is this guidance for?**

This guidance is for all registered midwives working in Cambodia, it also may be of use to their employers, patients and the public as it may help them understand the importance of continuous professional development and the role of the Council in setting professional standards.

## **What is the role of CMC?**

The role of the Council is to:

- Maintain a register of qualified midwives
- Set standards for competence, ethics / behaviour
- Set standards for pre service education and training and CPD.
- Investigate complaints about a midwife and deal with professional disciplinary issues
- Provide advice on professional midwifery standards

## **National midwives**

Registration and re registration is required every 3 years with the Council.

## **International midwives**

Registration and re registration is required every year.

The register is vital to the Council's public protection function and is very important as it means that all midwives who are registered fulfil CMC's registration requirements.

## **What are CMC's standards and requirements for re registration?**

### Practice standard

- National midwives must have worked treating patients by using your midwifery qualifications during the previous 3 years for a minimum of 1,500 hours during the 3 years prior to the date of re registration.
- International midwives must have worked treating patients by using your midwifery qualifications during the previous year for a minimum of 500 hours and meet all the other requirements set out in CMC's 'Entitlement to register' procedure

*This aim of this standard is to protect the public by ensuring that any one renewing their registration has undertaken a minimum amount of practice experience to remain a safe practitioner.*

## **What happens if I do not meet the standard?**

*If you do not meet this standard you will need to:*

- *Undertake a post service training course approved by the Ministry of Health which will enable you to fulfil the practice standard OR*

- *Undertake at least a 3 month period of supervision by a registered midwife who is then able to sign the Council's Letter of Approval of Competence by a Supervising Midwife (General or Restricted) to ensure that when you return to practice you have up to date knowledge and skills and are a safe practitioner able to meet the competencies and ethical standards set by the Council*

### CPD Standard

You must:

- Have undertaken and recorded at least 40 hours per year and or 120 hours of CPD activity over the 3 years re registration period and which had relevance to your field of practice.
- Maintain a personal/ professional portfolio of CPD learning activities
- Complete CMC's 'Re registration Form' and declare that you have met CMC's standards and requirements for practice and CPD.
- Comply with any request from CMC to audit how you have met the CPD standard

*The CMC's practice and CPD requirements are professional standards which must be met in order for your registration to be renewed*

*Your re registration will not be renewed until the appropriate PMC has received and processed your completed and signed re registration form and payment.*

*All midwives registered with the CMC except those registered as Non clinical midwives [type 2b] must comply with the CPD requirements.*

*Although not mandatory for midwives registered in type 2b the Council strongly advises those midwives to undertake CPD relevant to their roles in the health system*

### **How can I meet the standards for CPD?**

This can be achieved in many different ways and does not need to cost money as there is no such thing as CMC approved 'CPD learning activity'.

There are many organisations delivering education and training in maternal and child health including;

- Ministry of Health
- Cambodian Midwives Association
- Hospitals
- Education Institutions
- Non Government Organisations

Examples of learning activities may include:-

Ministry of Health mandatory training courses and workshops; On line courses; participatory workshops; informal/formal teaching sessions in the clinical setting; clinical audit meetings; journal clubs; participation in research and or clinical/ health related audits; undertaking literature reviews; MCAT meetings and or other work/professional learning forums; coaching

and or mentorship sessions, attending and or participating in conferences/seminars and or as a presenter.

CPD activity must be relevant to the work that you are doing and it must help you to provide the highest possible standards of care for your patients and clients.

### **What happens if I don't comply with this standard?**

If you do not comply with this standard it means that you may not be allowed to re register with the Council.

### **What is a personal /professional portfolio?**

A personal and professional portfolio is a comprehensive record of your CPD activity and it is entirely up to you how this is designed and organised it can be electronic and or paper based file/folder CMC is not prescriptive on this.

An example of an on-line CPD portfolio can be found at [www.nursecpdonline.com.au](http://www.nursecpdonline.com.au)

### **Where and when can CPD be undertaken?**

It can be undertaken at any time whilst you are:

- **In paid work** for example if you are working in the public/government sector,(PHD, OD, Hospital or Health Centre) the private sector (Clinic, Hospital, Agency, NGO facility),  
An education institution, in health research/audit or in independent practice
- **In unpaid work** for example voluntary work for a charity, or during a break in service for example maternity leave or whilst awaiting appointment to a public sector post.

### **What CMC guidance is available for recording CPD learning activity?**

Appendix 1 of this guidance is a suggested form for recording your CPD learning activities and how it is relevant to your work, the form can be used to record each learning activity or you can group together similar activities such as a series of training days or workshops. The form can be used to record each individual learning activity and therefore will enable you to build your portfolio of evidence of CPD; it is recommended that you keep all the completed forms together in one file over your 3 year re registration period.

Using the form provided by the Council will help you keep track of the hours you have spent undertaking CPD activity but its use is not compulsory it is up to you how you record and keep your personal CPD records.

The form can be downloaded from the CMC's web site or by contacting the Council by E mail: [info.cmccambodia@gmail.com](mailto:info.cmccambodia@gmail.com) or telephone 023996383.

Your PMC should also be able to provide you with copies of this form when you register, re-register or when you pay your annual registration fee.

## References:

- i. Royal Decree NS/RKT/0906/389 on establishment of the Cambodian Midwives Council.
- ii. Sub Decree No 24 ANK.BK on the Code of Ethics for Midwives Article 5 (6)
- iii. Standards for re registration with the Council and requirements for Continuing Professional Development.
- iv. Singapore Nursing Board [www.healthprofessionals.gov.sg](http://www.healthprofessionals.gov.sg)
- v. Thailand Nursing and Midwifery Council : Centre for Continuing Education [www.ccne.or.th/download/sec\\_license.html](http://www.ccne.or.th/download/sec_license.html)
- vi. Midwifery Council of New Zealand re certification programme [www.midwiferycouncil.health.nz/recertification-elective-education/](http://www.midwiferycouncil.health.nz/recertification-elective-education/)
- vii. Nursing and Midwifery Board of Australia 'Continuing professional development registration standard [www.nursingmidwiferyboard.gov.au](http://www.nursingmidwiferyboard.gov.au)

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Form for Recording Midwife CPD Activity



CPD PERIOD [The 3 year period in which this learning takes place]

From.....To.....

Hours: [Record how many hours for this learning activity]

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WORK PLACE [Where were you working when the learning took place]

Name of organisation.....

Brief description of your work role

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TYPE OF THE LEARNING ACTIVITY

DATE:

Briefly describe the learning activity for example, attending a course, attending a workshop, a clinical supervision session

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DESCRIPTION OF THE LEARNING ACTIVITY –what did it consist of?

Include why you decided to do this learning activity, where how and when you did this learning and what you wanted to gain from it.

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OUTCOME OF THE LEARNING ACTIVITY-how did the learning relate to your work?

Give details of the effect this learning had on your practice include what you do differently and whether you think it has improved the quality of care you give to your patients

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Use as many sheets as you need to record your CPD activity and keep in a file with your name and registration details.

Copies of this form are available by contacting CMC office at E-mail: [info.cmccambodia@gmail.com](mailto:info.cmccambodia@gmail.com) or telephone 023996383. Your PMC should also be able to provide you with copies of this form when you register, re-register or when you pay your annual registration fee.