Accredited CME/CPD Activities	Points Scored	Remarks
PASSIVE Participation		
1. Formal College Approved Activity (FCAA) **<no prior application required for activities organized by (1) recognized A&E Training Centres (2) Hong Kong College of Emergency Medicine, (3) Hong Kong Society of Emergency Medicine & Surgery, (4) Hospital Authority COC(A&E); activities organized by other organizers must be prior approved otehwise>**	1 point per 1 hour 3 points per half day 6 points per one whole day 12 points for program lasting ≥ 2 days Attendance certificate or equivalent (e.g. attendance record submitted by activity organizers) required	Full or partial accreditation depends on degree of relevance of activity to the specialty of Emergency Medicine no more than 75CME/CPD points can be accepted from Passive Participation in one CME/CPD CYCLE
NON-PASSIVE Participation		
2. Chairing, teaching or presenting in FCAA <no prior application required>	2 points to Chairman of FCAA 3 points per hour to Trainer / Teacher in pre-approved formal, non-bedside didactic postgraduate course or hands-on clinical course 1 point to presentation of not less than 30 minutes in intra-departmental activity 3 points to presentation in FCAA with no data collection or analysis required 6 points to presentation in FCAA with data collection and/or analysis required Max 10 points in one single course; max 20 points for training/teaching more than one same class/course within one CME/CPD year	NO points awarded to Chairman of intra-departmental activity <no prior application required >
3. Self-study	1 point per one hour web-based program / article / video / tape with EM relevance	max **30** points to self-study in one CME/CPD **CYCLE**

(prior provisional approval required, unless application as submitted from the activity organizers already approved	Submission of a summary of not less than 100 words after self-study for the journal article/video/tape required	
	Submission of the copy of the whole journal article (regardless of whether freely available or not) / video / tape (or their source if freely available) required at the time of summary submission	
	For web-based program activities, evidence required to show that self-study has been carried out diligently e.g. certificate of successful completion as submitted by the individual Fellow, or record of successful completion of the activity submitted from the organizers to the College.	<currently, some web-based or on-line self-study programs have been accredited in certain organizations e.g. HK Medical Journal CME paper, HKAM CME on-line, HAHO Infectious Disease Control Training Centre>
4. Publications <no application required>	10 points to first author	QA/Audit/Research project which has already been awarded CME/CPD Points in those categories cannot earn further CME/CPD points from Publication, and vice versa
	5 points to other authors	max **60** points to Publications in one CME/CPD CYCLE
	Submission of the copy of the published journal article required (regardless of whether freely available or not) during CME claims	<no prior application required >
5. Research **(all the 3 pre-requisite must be satisfied for CMECPD claims)** <no prior application required>	(1) researches must be related to medical practices	One summary submission only for all investigators <for ease of record, to avoid double-entry> <no prior application required >
	(2) presentation (oral or poster) of the research findings has been made in an academic meeting	
	(3) submission of a summary of not less than 100 words for the completed research project required	
	3 points to Principal Investigator for each completed research project	<if research is published instead, 10 points to First author & 5 points to other authors; so researchers are encouraged to earn CME/CPD points through publications>
	1 points to other co-investigators (max 3 co-investigators)	
	College Education Committee reserves the right to call for a full report of the 'Research' for overall assessment and the final CMECPD scores may be determined at the discretion of the Education Committee	
6. Development of New Technologies or Services <no prior application required>	submission of a summary of not less than 100 words for the new technology / service required after implementation	<no prior application required >
	5 points to Principal organizer for each item of new technology / service	
	3 points to other co-organizers (max 3 co-organizers)	

	College Education Committee reserves the right to call for a full report of the new technology or service implemented for overall assessment and the final CMECPD scores may be determined at the discretion of the Education Committee	
7. Undergraduate and Postgraduate teaching **(prior provisional approval required)**	details of the teaching activities required during prior application for accreditation: date, time, duration, venue and target audience 1 point to new development or substantial rewriting of teaching materials for each half hour of teaching, max 5 points for developing teaching materials for each course College Education Committee reserves the right to call for the teaching materials for overall assessment, and the finalized CMECPD scores granted may be subjected to change accordingly	undergraduate and postgraduate teaching per sec cannot earn CME/CPD points
8. Conducting Examinations <no prior application required>	10 points to Examiner in College Specialist Examinations	Different parts of the same specialist examination regarded as one single examination (e.g. OSCE & VIVA for EEEM May 2007) max **30** points to Conducting Examinations in one CME/CPD **CYCLE**
9. Quality Assurance and Medical Audits <no prior application required>	submission of a summary of not less than 100 words for the QA/audit activity required after completion 3 points to each participants of QA or audit activity, max 4 participants in each QA/audit process max of 9 points in one CME/CPD cycle for scores granted to the category of Quality Assurance and Medical Audits College Education Committee reserves the right to call for a full report of the 'QA and Medical Audit activity' for overall assessment and the final CMECPD scores may be determined at the discretion of the Education Committee	<with reference to #2, 3 points for presentation with NO data collection/analysis, 6 points when involving data collection/analysis; so Fellows are encouraged to earn CME/CPD via presentation for good quality QA/audit; hence less points accredited to not-presented research audit results>
10. Mortality & Morbidity Meetings <no prior application required>	1 point per 1 hour	

	3 points per half day 6 points per one whole day	
11. Postgraduate Courses <no prior application required>	Postgraduate courses related to medical practice is accepted 1 point per 1 hour 3 points per half day 6 points per one whole day 12 points for program lasting $\geq$ 2 days submission of attendance certificate or equivalent showing successful completion of the course required	
12. Development of CME/CPD materials (prior provisional approval required)	2 points to each piece of CME/CPD materials (for any one of the HKAM Colleges) that can generate 1 CME/CPD point.	<with reference to #7, 1 point to each half-hour & 2 points to each hour of undergraduate and postgraduate teaching materials>
13. Activities for improvement of patient care (prior provisional approval required for <B>)	A) For activities accreditable on time basis **(no prior application required)** 1 point = 1 hour 3 points / half day 6 points / one whole day 12 points / program ≥ 2 days attendance certificate or record of attendance required B) For activities that cannot be accredited on time basis **(prior provisional approval required)** 3 points to each activity summary of not less than 100 words for the patient care improvement activity required during CMECPD claims	e.g. ACLS, ATLS, AHLS e.g. AEIS new version development

	College Education Committee reserves the right to call for a full report for this 'Patient Care Improvement Activity' for overall assessment and the finalized CMECPD scores granted may be subjected to change	
14. Grand Rounds in Training Units <no prior application required>	1 point per 1 hour 3 points per half day 6 points per one whole day attendance certificate or equivalent (e.g. attendance record submitted by activity organizer) required for CMECPD claims	<no prior application required >
15. Reviewers of the Hong Kong Medical Journal (HKMJ), Hong Kong Journal of Emergency Medicine (HKJEM) and other Indexed Journals <no prior application required>	1 point to review of each journal article proof of number of articles reviewed required, e.g. certificate from Journal Chief Editor	
16. Hands-on Clinical Attachment Programme **(prior provisional approval required)**	12 points College Education Committee reserves the right to call for a full report of the 'Clinical Attachment Programme' with clear learning objectives for overall assessment and the final CMECPD scores may be determined at the discretion of the Education Committee	continuous period >/= 1week OR regular weekly attachment over 6 months
17. Other Non-medical Professional Development Activities **(prior provisional approval required)**	1 point = 1 hour 3 points / half day max 5 points	full or partial accreditation dependent on the degree of relevance to patient care in the emergency medicine specialty attendance certificate or record of attendance required No more than 5 points can be obtained from activities in this category in one CME cycle

For those NON-PASSIVE participation requiring prior application from the CME Subcommittee - prior application should be made at least 2 weeks before starting the academic activities. The activity, if accredited, will be assigned an accreditation number in the format 0001_2008_05 (2008 - year of application; 05 - CMECPD category number as appeared on this scoring table; 0001 - the number in chronological order of ALL the accumulated accredited activities in that CYCLE). This number is to be printed on the CME claim form for easier reference.