

# AMTRA

ANIMAL MEDICINES TRAINING REGULATORY AUTHORITY

## Continuing Professional Development (CPD)

### Information for SQPs:

#### What must an SQP do?

In each CPD period SQPs must gain these number of CPD points:

- R-SQP – 70 points
- E-SQP, G-SQP, K-SQP – 50 points
- C-SQP, J-SQP, L-SQP – 30 points

#### How can an SQP gain these points?

- From CPD Seminar – every SQP must gain a minimum of 15 points from attending one or more accredited seminars- no maximum number of points.
- From “quiztionnaires” answers to questions posed on-line or in magazines – a max of 25 points in any one period.
- From personal study – all SQPs may claim up to 5 points.

#### How many points are gained from attending a CPD Seminar?

That depends upon the number of CPD points awarded to the seminar by AMTRA during the accreditation process prior to the seminar being held.

#### What is a CPD period?

Normally 2 years (24 months), but the first does not end until 30 June 2011.

#### How do CPD points get onto my CPD record?

Seminar organisers provide AMTRA with details (name & SQP number) of those who attended the whole seminar with the number of points accredited to the seminar.

Those marking “quiztionnaires” provide AMTRA with the names & SQP numbers, together with the number of CPD points gained, of those answering the questions.

SQPs can each claim up to 5 CPD points for personal study in each CPD period.

#### Can I carry over CPD points from one period to the next?

No – the whole purpose of CPD is to ensure that SQPs keep up-to-date.

#### What happens if I fail to gain the required number of CPD points?

Then to be eligible to remain on the SQP Register for the following year you will have to sit and pass a “conversion” examination at Harper Adams.

Full details are set out on the AMTRA website at <http://www.amtra.org.uk/cpd.htm>

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### Information for CPD Providers:

#### How do SQPs get points from my seminar?

You need to seek AMTRA accreditation for the seminar at least 28 days prior to it being held. It is not AMTRA's intention to try to evaluate the detail of what you intend to present, merely the completed form telling AMTRA what is intended in terms of coverage and time. If AMTRA accredits the seminar, it will also tell you the number of CPD points attendees can receive.

This form can be found at [http://www.amtra.org.uk/cpd/CPD Accreditation Application.pdf](http://www.amtra.org.uk/cpd/CPD%20Accreditation%20Application.pdf)

The guidance notes on it are at [http://www.amtra.org.uk/cpd/CPD Accreditation Guidance.pdf](http://www.amtra.org.uk/cpd/CPD%20Accreditation%20Guidance.pdf)

#### How does AMTRA check that what is promised is actually provided?

All CPD seminars must be open to random visits from an AMTRA Assessor.

#### How do the points from attending get onto the SQP's record?

Seminar providers must submit information on those attending, including their name and SQP number, to AMTRA in the standard AMTRA format. This can also be found on the AMTRA website: <http://www.amtra.org.uk/cpd.htm>.

#### How does AMTRA decide how many points SQPs will get from attending my seminar?

This is decided on the basis of the time spent on each key accreditation criteria:

- Legislation, regulations, references and further reading
- Life cycles, prevalence and effects of parasites and pathogens
- Control of disease by management, treatment, advice & farm health planning
- Active ingredients and dosages of medication
- Resistance, warnings, withdrawal periods, pharmacovigilance and environment

#### Can CPD points be awarded to SQPs who answer a quiz or questionnaire on-line or in a magazine?

Yes – guidance on what AMTRA has termed “quiztionnaires” can also be found in the guidance notes referred to above.

[http://www.amtra.org.uk/cpd/CPD Accreditation Guidance.pdf](http://www.amtra.org.uk/cpd/CPD%20Accreditation%20Guidance.pdf)

Essentially, the questions must be accredited by AMTRA 28 days prior to use or publication, and 1 CPD point can be awarded for each group of 10 questions. Remember an SQP can count up to 25 CPD points from “quiztionnaires” in each CPD period.