

GOA MEDICAL COUNCIL RULES/GUIDELINES FOR CME ACCREDITATION

The Government of Goa, through a circular issued by the Joint Secretary Health dated 17th March 2008, has issued instructions that: -

1. All doctors shall have to undergo mandatory Continuous Medical Education, Symposia and other learning methods.
2. The doctors shall be awarded and shall have to collect Continuous Medical Education Credits every five years.
3. The registration of doctors with the Goa Medical Council shall have to be renewed every five years, and shall be based on having collected thirty Continuous Medical Education Credits.
4. The Goa Medical Council shall be the Accreditation Authority for C.M.E. Credits.

In accordance with this directive, the Goa Medical Council, recognizing that every doctor needs to keep himself current with the changes in medicine generally and in areas relevant to his/her practice, in particular, has made CMEs compulsory for all doctors on and from 17th March, 2008 for the purpose of renewal of registration. In the interim period, till the five year cycles are fully established, the CME Credits required for doctors already registered will be calculated at the rate of six Credits per year, from the date of implementation of these instructions namely 17th March, 2008 or three Credits for six months from this date. Interim periods of less than six months will be regarded as "Credit Free" periods Hence if a doctors registration comes up for renewal one year from the date of implementation of this circular, he will be required to acquire six CME Credits; if within six months, three Credits will be required. If less than six months, the renewal will be done without Credits if so required. For the subsequent renewal after five years, thirty Credits will be required. For new registrations, the thirty Credits will be required at the next renewal date.

Continuing Medical Education (CME) consists of educational activities that serve to maintain develop or increase knowledge skills and professional performance of a doctor. Doctors can claim Credits for attending local or overseas CMEs, publication of original papers in refereed medical journals, and presentation of original papers at professional seminars. Overseas and out of State CMEs will be recognized if local accreditation has been awarded. If not, the Credit application will have to go through the usual application process.

The organizers of a CME are expected to apply to the Goa Medical Council for accreditation at least twenty-one days before the CME along with such fees as may be prescribed from time to time. Late submission of applications may be condoned at the discretion of the Council and provided adequate reasons are provided to justify the delay. Fees will generally be based on the number

of Credits claimed, and without reference to the applying organization. Under no circumstances will Credits be awarded retrospectively.

Guidelines as drawn up at the meeting of the Medical Council of India on the 2nd of February 2012 were approved by the Goa Medical Council at its meeting on the 1st June 2012. These will henceforth be implemented; and are as follows:-

The format for applying for accreditation as drafted and used by the Goa Medical Council has been adopted by the MCI for use by all medical councils. Further all medical councils will have to set up websites and upload the CME programs, as approved in the prescribed format. This is to ensure readily accessible information, transparency and to enable random inspection.

Therefore, the application shall provide all the requisite details as specified in the application form for accreditation. Of these details there are two that require special attention on part of the applicant, and will be scrutinized closely by the Council. These are i) the bio-data of the speaker justifying their expertise on the subject; which by inference will establish the speaker as a person with specialized knowledge of the subject; and ii) there shall also be included a brief extract of the lectures to be delivered.

The Goa Medical Council shall consider applications for accreditation from the following list of accredited organisations

- All recognized Medical Colleges
 - All Post-graduate Medical Institutions
 - The Indian Medical Association and all its State or local branches.
 - National Academy of Medical Sciences.
 - National level Specialist Associations with all its State and local chapters
 - All Central and State Government Hospitals including District Hospitals, and training centre's of the MoH&FW, Defense establishments and railways.
 - All International, conferences of professional bodies.
 - All National conferences of professional bodies
 - All State level conferences of National organisations
1. Any professional body/organisation/institution wishing to hold a CME program should apply for accreditation in the prescribed format to the Goa Medical Council. The council, on verifying the credentials of the organisation and assessing the program, shall issue a certificate of accreditation to the organisation.
 2. Accreditation of such organisations will be reviewed every five years and renewed as appropriate. The Council reserves the right to revoke accreditation of such organisations if it finds that the CME has not been held as per guidelines.

3. Institutions not included in the above list such as private hospitals, institutions and trusts must apply in the prescribed format to the Council. Such applications will be assessed on an individual basis of merit.
4. Any foreign faculty or NRI proposing to conduct CME's which include procedures, interventions, surgery, drug therapy, application of new devices, or any other form of treatment on a patient at any program, workshop or post-graduate course, at any medical college/hospital/medical association/organisation in India will have to obtain prior permission from the MCI in their prescribed format. Such permission will not be required for lectures or panel discussions.
5. Credit hours will be awarded on the basis of the type of CME (for G.P's, specialists) duration, and subject.
6. The organisation should strictly adhere to the practice of issuing CME certificate only to delegates who attend the conference and on the last day. The practice of providing certificates on the first day should be stopped.
7. In the event of a certificate being issued to a delegate who has not attended the CME program, the organisation shall be debarred for future accreditation.
8. The organisation will as far as possible, send the feedback of the CME, confirming that it was held and the number of attending delegates. Where feasible, he details of the attendance should be provided, including the name, registration number (with the name of the relevant medical council) and the qualifications of the attending delegate.
9. All accredited organisations must have at least two CME's in a year on the subject of Medical Ethics and National Health policy.
10. Doctors registered with the Goa Medical Council with additional specialist qualifications will have to provide evidence of having acquired one third of the required CME credits (10 credits) from attendance at CME programs in their specialty.
11. Notices for renewal of registration should be sent by registered AD., 6 months in advance mentioning the CME requirements. Failure to meet the CME requirements will result in a show cause notice to explain the lack of compliance. Thereafter registration should be withdrawn until such time that the requirements are fulfilled.
12. Medical teachers will not be exempted from CME requirements as teaching comprises their normal work commitments.
13. Medical practitioners working as administrators/managers/non-teaching staff in public or private institutions or regulatory bodies will have to comply with the CME requirements to maintain the

validity of their registration. If they chose not to do so they will not be eligible for the privileges of a registered medical practitioner.

Credit hours for CME's will be allotted as follows:-

1. CME's /conferences/workshops of two days (5-6 hrs. daily)-8 credits; One and a half days-6 credits; one day-4 credits; half day-2 credits; one hour CME- I credit.
2. Attendance at international conferences as an overseas delegate will be recognized for accreditation as per the attendance certificate.
3. Publications will be recognized for accreditation as follows:-
 - Author/ Co-author/ Editor of published medical text book—12 credits.
 - Author of a chapter in a published medical text book—8 credits.
 - Original article in an international indexed medical journal—8 credits.
 - Case report in an international indexed medical journal—4 credits.
 - Letter to the editor of an international indexed medical journal—2 credits.
 - Original article in a national indexed medical journal—6 credits.
 - Case report in a national indexed medical journal –2 credits.
 - Letter to the editor of a national indexed medical journal—1 credit.
4. Participation in international, national conferences
 - As guest speaker/ resource person –8 credits.
 - Paper presentation – 6 credits.
 - Poster presentation –4 credits.
5. Participation in state level and local conferences as speaker—4 credits. paper presentation –3 credits. and poster presentation—2 credits.
6. Exemptions:-
 - Doctors undergoing post-graduate training from recognized institutions will be exempted from CME requirements for the duration of the course.
 - Medical practitioners over the age of 65 years will be required to present 15 credits over five years.
 - Medical practitioners over the age of 70 years will be exempted from attending CME programs.
 - Medical practitioners of the armed forces or any other central services, who are posted in forward remote areas and do not have access to CME programmes. Such application for exemption must be supported by certificate from the

commanding officer/superior officer confirming the service in remote areas no access to CME programmes.

7. Medical practitioners may be exempted from CME requirements on grounds of ill health at the discretion of the Council and on production of documentary evidence justifying the claim for exemption,
8. CME accreditation will not be considered for any programs organized by pharmaceutical companies, equipment manufacturers, or any other commercial outfits unless the CME is conducted in association with an accredited body, and with the specific provision that the CME program is not used for any promotional presentation.
9. Application for CME accreditation from private hospitals, nursing homes will not be considered for accreditation unless the CME is conducted in association with an accredited body, and with the specific provision that the CME program is not used for any promotional presentation.
10. Certificates of attendance should indicate the number of credit points awarded. If they do not, the CME program details should be attached so as to enable the Council to calculate the credit points along the guidelines prescribed by the Council.

All matters related to the accreditation process will be referred to and under the purview of the CME Committee specially appointed for the purpose, which at the present time consists of:

1. Dr. Gladstone D'Costa, Chairman
2. Dr. V.N. Jindal, Dean, Ex-Officio Member
3. Dr. Virendra Gaonkar, Member
4. Dr. Sandeep Kenkre, Member

This Committee shall meet from time to time as required to review the applications and award Credits. Once the Credits are awarded it will be the responsibility of the concerned doctor to accumulate and include such certificates, or evidence of attendance as may be awarded, along with the application at the time of renewal of registration. The organizers are expected to confirm that the CME has indeed been held; preferably submitting records of attendance to the council and retaining copies of records of attendance for at least five years from the date of the CME in case these need to be referred to in future.

The decision of CME committee on matters of accreditation and awarding Credits shall be final.

The decision on eligibility for renewal of registration on the basis of Credits shall rest with the Registrar in consultation with the Council as required.

