

OSLER CPD HOME: Recommended Content

Introduction

To streamline the process of audit and to enhance user experience, Osler has pre-approved content for use in its CPD Home Program - this is known as Recommended Content.

These resources fall into two categories:

- Osler Content
- Approved third party content

Osler Content

1. All Osler content is automatically approved Recommended Content. As such, it will automatically satisfy the “Quality” criterion during the audit assessment (outlined in policy Osler CPD Home : Audit).
2. However, during the audit process, each activity will still need to be assessed as consistent with the member’s scope of practice and personal development plan goals.
3. Some Osler content has also been identified, based on the review process outlined in policy Osler CPD Home : Audit, as suitable for addressing program level and specialty level requirements. These activities are reviewed on a yearly basis.

Third Party Content

1. 3rd party content may be pre-approved by the Osler CPD team, based on the process outlined in Appendix 1.
2. Content so accredited can be listed as an optional resource on the Osler platform.
3. External activities and content claimed by our members will be analysed to identify additional resources to recommend to our members.

Process

Whether content is produced by Osler or sourced externally, Osler’s education team, led by the Medical Education Officer, reviews the content based on the criteria in Appendix 1.

Review Process

- a. Initial Review: The CPD program team will conduct an initial review to ensure the content meets criteria.
- b. Detailed Analysis: If passed in the initial review, a detailed analysis will be conducted, focusing on depth, relevance, and quality. The criteria used in performing the review are outlined in Appendix 1.

Approval

- a. Approval: Once the content meets all the criteria, it will be hosted by the Osler CPD Home platform and listed as a suitable resource.
- b. Duration: All content hosted on the Osler platform, either Osler content or Third Party content, is subject to review on a yearly basis, to confirm the content item still meets the criteria and remains current and meaningful to members.
- c. CPD Credits: Upon successful approval, the content will be assigned a specific number of CPD credit hours which participants can claim upon completion.
- d. The CPD program team will approve the item for program level or specialty level requirements, if appropriate.

Monitoring and Feedback

- a. Monitoring: The CPD program will monitor feedback from participants to ensure the quality and relevance of the content.
- b. Re-evaluation: If any issues arise or if there are significant changes in the field, the content may need to be re-evaluated.

Revision History

Version	Date	Description/Comments
1.0	November 2023	New Document
1.1	September 2025	Further detail on approval process included along with updated framework for assessing third-party content

Appendix 1 - Activity Framework for Assessing Third-Party Content for CPD Accreditation

Content Relevance	The content must be directly relevant to the doctor's personal career development plan (PCDP), and provide value to the progression of their career plan over the year The content should be relevant to the individual doctor's current or future scope of practice. The content should be able to align with one of the three primary domains of CPD – educational, reviewing performance or measuring outcomes activities The content should address current issues, challenges, techniques, or methodologies in the field, and be seeking to make improvement in practice The content should be considered to meet a future healthcare need of the patients in the doctor's care and make improvements to the safety of care provided to them
Content Quality	Is the activity already a Recommended Content item on Osler CPD Home Is the activity already accepted by another Australian CPD home Is the activity provided by an Australian Medical college, University Medical Faculty or Hospital Education Team Does the activity already have learning outcomes widely recognised as relevant to the medical profession Is the activity provided by a reputable private organisation Can the activity be mapped to one or more clauses in "Good medical practice: a code of conduct for doctors in Australia" Does the activity satisfy a specialist high level requirement, defined by the member's chosen specialization as per AHPRA Information should be peer reviewed and evidence-based, referenced and/or drawn from credible sources The content should be updated regularly to reflect the latest developments in the field
Program level requirements	Activities in this category should aim to specifically address elements of the Code of Conduct, under the program level requirements of Professionalism, Ethical Practice, Culturally Safe Practice and Addressing Health Inequities

Learning Objectives	Where relevant, the activity should have clear and specific learning objectives that participants can achieve upon completion Ideally, the learning objectives should be measurable, allowing for evaluation of participant outcomes in each activity and detailed in the activity on the Osler platform
Mode of Delivery	The format (e.g. online course, workshop, seminar) should be appropriate for the content being taught The delivery method should facilitate participant engagement and comprehension
Assessment Mechanisms	If the activity includes assessments, they should test participants' understanding of the content, either before, during or after the content Assessments should be robust, fair, and relevant to the learning objectives
Duration & Structure	The activity's duration should be appropriate for the content and learning objectives The structure should ideally facilitate logical progression and understanding
Interactivity & Engagement	Content should promote participant interaction, either through discussions, group activities, or other means Ideally, there should be opportunities for feedback and questions
Resources & Support	Any required resources, such as reading materials or tools, should be provided or linked to Participants should have access to support or guidance if needed
Accessibility & Inclusivity	Content should ideally be accessible to all participants, considering diverse learning needs It should be culturally sensitive and not discriminate against any group
Feedback Mechanism	Where practical, there should be a system in place for participants to provide feedback on the activity This feedback should be used for continuous improvement
Outcomes & Impact	Ideally, the activity should demonstrate measurable positive outcomes for participants It should contribute to participants' long-term professional development The activity should be accompanied by a Certificate of Completion for the doctor if appropriate
Ethical Considerations	The content should adhere to ethical standards, avoiding biases or conflicts of interest Any potential conflicts, such as sponsorships or affiliations, should be disclosed by the doctor at time of submitting activity

Provider Reputation	The third-party provider should have a track record of producing quality content Any certifications, endorsements, or affiliations should be considered
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