

Best Practices in CPD Planning, Design and Delivery

An interactive workshop series for CPD Developers

FIVE workshops beginning 15th October – 10th December, 2024. 3:30 – 6:30pm

Location: Room B220, Student Affairs Building I11. Qatar University

Target Audience: Clinicians, healthcare educators and researchers involved in CPD.

Activity Code: AGI-03-P183

Aim:

To support stakeholders involved in CPD to review their existing processes of CPD planning, design and delivery against best-reported practices in the medical education literature.

Overall learning objectives:

- Systematically assess the learning needs of healthcare professionals to ensure the development of relevant and impactful continuing professional development (CPD) activities.
- Craft clear, measurable learning objectives aligned with identified needs and map educational content to those objectives.
- Deliver CPD activities effectively, utilizing strong facilitation skills and incorporating appropriate technology.
- Design and implement robust evaluation strategies to measure the impact of their CPD activities.
- Present their developed CPD activity and receive constructive feedback to consolidate their learning from the series.

Delivery:

Workshops will be delivered by a team with a background and expertise in medical education with experience navigating the DHP-CPD standards; groups will be limited to 20-25 participants.

This workshop series is designed to be iterative, with each session building on the last. The focus on hands-on, interactive activities ensures that participants not only learn about best practices but also apply them in real-time, creating a tangible CPD activity by the series' end.

Speakers:

Dr Zachariah Nazar. Section Head of CPD QU Health. Qatar University.

Dr Ahsan Sethi, Program Coordinator, Health Professions Education, QU Health. Qatar University.

Dr. Abderrezzaq Soltani, Section Head of Accreditation & Assessment, QU Health. Qatar University.

* The scientific planning committee has reviewed all disclosed financial relationships of speakers, moderators, facilitators and/or authors in advance of this CPD activity and has implemented procedures to manage any potential or real conflicts of interest.

* “This activity is an Accredited group learning activity (Category 1) as defined by Ministry of Public Health’s Department of Healthcare Professions - Accreditation Section and is approved for a maximum number of 3 Hours.”

* “CPD-HP (QU—Health) is accredited by Ministry of Public Health’s Department of Healthcare Professions - Accreditation Section (DHP – AS) as a provider of continuing professional development.”

Workshop Summary:

| Schedule | Workshop Objective |
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| <p>Workshop 1: Assessing Learning Needs 15th Oct, 2024. 3:30-6:30pm</p> <p>Lead: Dr Zachariah Nazar</p> | <p>Objective: Systematically assess the learning needs of healthcare professionals to ensure the development of relevant and impactful continuing professional development (CPD) activities.</p> |
| <p>Workshop 2: Developing Learning Objectives & Content alignment 5th Nov, 2024. 3:30-6:30pm</p> <p>Lead: Dr Zachariah Nazar</p> | <p>Objective: Craft clear, measurable learning objectives aligned with identified needs and map educational content to those objectives.</p> |
| <p>Workshop 3: Delivering the educational content 12th Nov, 2024. 3:30-6:30pm</p> <p>Lead: Dr Ahsan Sethi</p> | <p>Objective: Deliver CPD activities effectively, utilizing strong facilitation skills and incorporating appropriate technology.</p> |
| <p>Workshop 4: Evaluation strategies 19th Nov, 2024. 3:30-6:30pm</p> <p>Lead: Dr Abderrezzaq Soltani</p> | <p>Objective: Design and implement robust evaluation strategies to measure the impact of their CPD activities.</p> |
| <p>Workshop 5: Integrating Learning and Final Presentations 10th Dec, 2024. 3:30-6:30pm</p> <p>Lead: All facilitators</p> | <p>Objective: Present their developed CPD activity and receive constructive feedback to consolidate their learning from the series.</p> |