

JHARKHAND STATE MEDICAL COUNCIL

RULES FOR CONTINUING MEDICAL EDUCATION (CME)

Continuing medical education (CME) consists of medical activities that help a medical professional to maintain competence and learn about new and developing areas of their field. It improves patient care by providing physicians and other health care professionals with evidence-based training on advances in medicine, new medical technology and biomedical research. The Central Government of India has notified the new Ethics regulations in the Gazette of India on April 16, 2002, provides that “A Physician should participate in professional meetings as part of Continuing Medical Education Programs, for at least 30 points every five years, organized by reputed professional academic bodies or any other authorized organizations.” Looking into the public interest and the need of point, it has become necessary for the Jharkhand State Medical Council to consider the whole matter and issue necessary guidelines in regard to its implementation and to accredit identified

organizations so that the certificates of attendance at CME issued by them can be taken as valid by mentioning the number of credit points as accredited by Jharkhand State Medical Council.

(a). Organizations who can apply for accreditation of CME programme

1. All recognized Medical Colleges.
2. Indian Medical Association.
3. National Academy of Medical Sciences.
4. International Medical Sciences academy
5. Recognized and registered Specialists Associations (only National level Associations, their State Chapters and recognized city chapters).
6. All recognized Postgraduate Medical Institutions.
7. Central Government and State Government Hospitals (including Districts Hospitals) and training centers in health field including Ministry of Health and Family welfare, Defense, Railways.
8. Organizations who arrange International Conference/ CME's.
9. Organizations who arrange National conference/ CME's.
10. Duly recognized state and district State Chapters of National associations.
11. Registered Professional bodies at district, city and state level e.g. Physician Forum/Surgeons Forum/ Doctors Forum etc. in their areas/ specialties and super specialties.
12. Multi-Specialty Hospitals with accreditation and presently conducting Diplomate of National Board (DNB) courses. DNB course should be produced along with the application for accreditation of CME.

(b). Process for Accreditation of CME :-

1. All State level organizations conducting CME programme at present should approach Jharkhand State Medical Council for CME accreditation of these organization. On receipt of such request, Jharkhand State Medical Council shall consider the following factors for being granted accreditation for conducting CME programmes and shall award credit points on the basis of following:-
 - (a) CME programmes meant for graduates/post graduates should have a brief session on relevant subjects along with an adequate exposure to recent advances, changing modalities of treatment, adequate exposure of consumer protection and medical insurance laws, record keeping and medical audit.
 - (b) The organization should have all the requested and demonstrated group (general practitioners & specialists medical teachers) etc.

- (c) The organization should provide the schedule and transcripts of each CME activity.
- (d) Organizations should make arrangements for advance publicity to the targeted group of participants.
- (e) The organization should undertake to publish handouts, bring out a brief of each CME and also prepare a list of participants and send it to Jharkhand State Medical Council immediately after the completion of CME programme.
- (f) The name (s) of the Moderators or Co-ordinators of the CME should be submitted to the Committee.
- (g) Moderators or Co-ordinators should comprise of ONE of the following,
 - A. Head of Institutions in Teaching Hospitals
 - B. Unit Chiefs of institutions in Teaching hospitals
 - C. Heads of Unit in tertiary care Hospitals.
 - D. Chairman of Chapters of Societies at state level
- (h) The resource personnel should be experienced enough in providing the CME programs.
- (i) The organization should evaluate CME to indicate the benefits accrued to participants by way of updating of knowledge, upgrading their ability and benefit to the patients.
- (j) For a CME to be awarded accreditation, it should comprise of a minimum of 25 Attendees per session.

(c). GUIDELINES FOR CME ACCREDITATION :-

- (1). Accreditation/ Credit points to be awarded will be the sole discretion of the Jharkhand State Medical Council and will depend upon the subject matter, status of the speaker, quality of the research papers to be presented in the CME/Conference.
- (2). Any professional organization/body/institution making to conduct CME should apply for accreditation to the Jharkhand State Medical Council. The council on verifying the credentials of the organization will give certificate to conduct CME.
- (3). The office bearers to the Association / Organization will apply to the Jharkhand State Medical Council on a designed application form. The application should be accompanied by the complete programme of the CME /Conference including the names, designation, area of specialization and country of the speakers and the subject of discourse.

- (4). Any professional organization/body/institution that hold regular CME's will have to inform the Jharkhand State Medical Council regarding the date, time and venue of the CME, at least 15 days in advance.
- (5). In the application sent to the Jharkhand State Medical Council, the topic of the lecture, details of the speakers and duration given to each speaker should also be mentioned while applying for the credit points.
- (6). Credit points will be based on the composition of the faculty participation, quality and the contents of the subject matter.
- (7). Associations/Organization should strictly issue the certificate to the delegate who has attended the CME/conference. No certificates should be distributed on the first day at the time of registration for the CME/conference. The certificates should be distributed / awarded only on the last day after completion of CME/Conference.
- (8). Associations/Organizations will be duty bound to send the feedback of the delegate and the list of the delegates who have attended the CME/Conference. A separate list for the delegates belonging to Jharkhand state and delegates of the other states is submitted to the Jharkhand State Medical Council.
- (9). All commercial support (contributions from Drug or surgical companies) associated with a CME activity must be disclosed.
- (10). In case it is found by the council that the certificate is false, then the accreditation certificate of Issuing Association/Organization will be cancelled.

(d). Provision of Credit Points:-

- (1). Two orations or guest lectures of 30 minutes duration or one lecture of 60 minutes by Indian faculty of national/international repute/ foreign faculty shall be eligible for one credit point.
- (2). C.M.E./Work shop of minimum 3 hours duration shall be eligible for one credit point.
- (3). C.M.E./Work shop of 6 hours duration shall be eligible for two credit points.
- (4). C.M.E./Work shop of 9 hours duration shall be eligible for three credit points.
- (5). Jharkhand Medical Council will recognize international status of conference, if ten or more faculty members from abroad are participating as faculty in such conferences.
- (6). Speakers/Chairperson/Moderator at any conference/CME/ Workshop/ training program will be given one credit point in addition to the credit points allotted to delegates for that particular academic activity.
- (7). Director in Chief, Director, joint director medical education & research/Director, Joint director health services and Deans of medical colleges will be awarded 4 credit points

per year. They will have to produce certificate to Jharkhand State Medical Council regarding their job status.

- (8). Doctors working as medical teachers can claim 4 credit points per year after producing certificate from their head of institution indicating that, they are taking undergraduate/postgraduate classes & are engaged in postgraduate, research work.
- (9). Doctors doing Post Graduate courses e.g. Diploma M.D., M.S., D.N.B., M.Ch, D.M. etc. from recognized/reputed institutions will get 4 credit point per year for the duration of the courses. e.g. First year 4 credit point. Second Year 4 credit point, Third year 4 credit point.
- (10). Doctors may attend International CME/Conferences held overseas as delegates. CME credit points will be given on the production of the certificates of attendance.
- (11). Any paper published in indexed National/International Medical journal will entitle the author/ co-authors for credit points.

Sr. No.	Activity	Credit Points
1.	Two orations/guest lectures of 30 minutes Duration or one lecture of 60 minutes by faculty of national/international reputed/foreign faculty.	1 Point
2.	CME/Workshop/state/National conference of minimum 3 hours duration	1 Point
3.	CME/Workshop/State/National Conference of minimum 6 hours duration	2 Points
4.	CME/Workshop/State/National Conference of minimum 9 hours duration	3 Points
5.	International CME/Workshop/conference of 3 hours duration	2 Points
6.	International CME/Workshop/conference of 6 hours duration	4 Points
7.	International CME/Workshop/conference of 9 hours duration	6 Points

- (12). Any chapter published in a textbook/ update book published by professional bodies will entitle the author/ coauthors for credit points.

(e). Guidelines for issuing credit points for Published Medical text book/chapter in textbook/ Research Papers in International & National Indexed Medical Journals and Participation in International Conferences/CME /Workshops.

S.No.	Publication of Medical Text Book	Credit Points
1	Author/Co-authors/Editor/Joint Editor of Published Medical Text Book	6 Points
2	Author/Co-authors of Chapter Published in Medical Text	4 Points

S. No.	Papers Published in International Indexed Journals	Credit Points
1	Original article (Research paper)	6 Points
2	Review Article	6 Points
3	Case Report	4 Points
4	Letter to Editor	2 Points
S. No.	Papers Published in National Indexed Journals	Credit Points
1	Original article (Research paper)	6 Points
2	Review Article	6 Points
3	Case Report	4 Points
4	Letter to Editor	2 Points
S. No.	Participation in International Conferences	Credit Points
1	Guest Speaker	5 Points
2	Paper Presentation (Oral) in International Conferences	4 Points
3	Poster presentation/ poster discussion	3 Points
4	Poster exhibition only	2 Points
5	Participation in International Conference as Delegate	6 Points
6	National Conference organized by National Professional Association	6 Points
7	Out side CME /Symposia organized by recognized Professional bodies.	2 Points

Note:-Accreditation or getting credit points will not be required for doctors attaining the age of 65 yrs.

(f). Continued Medical Education (C.M.E.) which will not be accredited:

1. The C.M.E.'s organized by a drug / Equipment Company for promotion of the drug / equipment will not be retrained / considered.
2. C.M.E's organized by the individual nursing homes/Hospitals/ persons for marketing purposes shall not be credited.
3. C.M.E. organized for self-promotion/advertisement will not be credited.
4. CME organized by non-registered professional body will not be credited.
5. Credit points will not be given to live operative workshop performed by foreign faculties unless they obtain provisional registration from Medical Council of India.

(g).Duration of Continuing Medical Education Programme

Doctors should attend 30 hours of CME Programme within every 5 years.

(h). Application form for obtaining accreditation by Council:-

JHARKHAND STATE MEDICAL COUNCIL

**APPLICATION FOR OBTAINING ACCREDITATION
(TO BE SUBMITTED PREFERABLY FIFTEEN DAYS IN ADVANCE)**

To,
The Registrar,
Jharkhand State Medical Council, Ranchi

Subject:-To Issue certificate of Accreditation for the Conference/ Workshop/Seminar/CME.

Dear sir/madam

We are eligible to be awarded the accreditation points as per Jharkhand State Medical Council CME guidelines. Our organization regularly conducts CME Programs/ Workshops/Seminars/ Conferences for updating knowledge of doctors and we have demonstrated ability to plan and implement above programs to cover the targeted doctors. Brief details of the program that we are conducting are as follows.

1. Name of organization:-
2. Recognition no. of MCI (applicable for Medical Colleges) :-
3. Registration number of association with its validity date (attach photocopy of registration certificate) :-
4. Name and Medical registration number of organizing secretary (attach photocopy of registration certificate) :-
5. Expected number of delegates:-
6. Place and year of last such programme conducted by the organization:-
7. Details of final scientific programme with duration of lectures/ programme (attach separate sheet) :-
8. Date of Scientific programme :-
9. Venue of scientific programme (attach original brochure of final scientific programme) :-

I have thoroughly read and understood the accreditation procedure. I request you to issue certificate of accreditation for abovementioned programme.

Thanking you.

Yours Sincerely,

Signature-
Name of the Organizing Secretary
Official Stamp

- Note: 1.** Application should be made on official letter head of the Organization/ Association.
2. Organizing Secretary shall be responsible for submitting all the documents.

UNDERTAKING

1. Course Contents including speaker's speech of the CME in the form of a CD will be made available to the Jharkhand Medical Council.
2. Speakers are not sponsored by any pharmaceutical company or manufactures of medical/surgical equipments.
3. International faculty will be delivering lectures/Video presentation only. He or She shall not conduct any live demonstration on any patient without prior permission by competent authority.

Signature:-

Name of the Organizing Secretary

Official Stamp

(i).FORMAT OF CERTIFICATE FOR DELEGATES

FORMAT OF CERTIFICATE FOR DELEGATES

Name of organization:-

(Organizing CME / Workshops / Seminars Conferences)

Type of CME-Clinical / Paraclinical / Multispecialty

This is to certify that Dr. _____ has participated as delegate in (CME Programmes/Workshops/Seminars /Conferences) held on the Date/Month/ Year. Jharkhand State Medical Council has granted Credit points for delegate.

Signature & Name of
Org. Secretary

Signature & Name of
JMC Observer

Signature & Name of Org.
Chairman

(j).FORMAT OF CERTIFICATE FOR FACULTY

FORMAT OF CERTIFICATE FOR FACULTY

Name of organization:-

(Organizing CME/Workshops/Seminars Conferences)

Type of CME-Clinical/ Paraclinical/ Multispecialty

This is to certify that Dr. _____ has participated as faculty member in _____
(CME Programmes / Workshops / Seminars / Conferences) held on the Date / Month / Year. Jharkhand State
Medical Council has granted _____ Credit point for this speaker.

Signature & Name
of Org. Secretary

Signature & Name
of JMC Observer

Signature & Name
of Org. Chairman