

VETERINARY SURGEONS ACT, 1974

**VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)
(AMENDMENT) DIRECTIVE 1/2016**

MALAYSIAN VETERINARY COUNCIL

**VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)
(AMENDMENT) DIRECTIVE 1/2016**

ARRANGEMENT OF DIRECTIVE

PART I

PRELIMINARY

- 1. Citation and Commencement**
- 2. Interpretation**

PART II

**CONTINUING PROFESSIONAL DEVELOPMENT REQUIREMENTS FOR THE
APPLICATION OF ANNUAL PRACTISING CERTIFICATES AND TEMPORARY
PERMIT TO PRACTISE**

- 3. Conditions for Application of Annual Practising Certificate and
Temporary Permit to Practise**
- 4. Continuing Professional Development Requirements**
- 5. Submission of Continuing Professional Development Requirements**
- 6. Exemption from Need to Submit Proof of Continuing Professional
Development**

Schedules

First Schedule: Credit Point Allocation for Approved Activities and Programs

Second Schedule: Credit Point Requirements for the Application of APC or TPP

Forms

FORM 1: Summary Worksheet

FORM 2: Continuing Professional Development Detail Worksheet

**VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)
(AMENDMENT) DIRECTIVE 1/2016**

IN exercise of the powers conferred by Section 8 of the Veterinary Surgeons Act 1974, the Minister in consultation with the Council, hereby makes the following directive:

PART I

PRELIMINARY

1. Citation and commencement

This Directive may be cited as the **Veterinary Surgeons (Continuing Professional Development) (Amendment) Directive 1/2016** and shall be deemed to have come into force on 1st November 2016.

2. Interpretation

In this Directive, unless the context otherwise requires –

“Act” means the Veterinary Surgeons Act, 1974;

“annual practising certificate” means the certificate referred to under section 17 of the Act;

“Council” means the Malaysian Veterinary Council established under section 3 of the Act;

“President” means the President of the Malaysian Veterinary Council;

“Registrar” means the Registrar appointed under section 10 of the Act;

“registered” means registered under section 12 of the Act;

“temporary permit to practise” means the permit referred to in section 13 of the Act;

“veterinary surgeon” means a person who holds any of the qualifications specified in the Second Schedule of the Act.

PART II

CONTINUING PROFESSIONAL DEVELOPMENT REQUIREMENTS FOR THE APPLICATION OF ANNUAL PRACTISING CERTIFICATES AND TEMPORARY PERMIT TO PRACTISE

3. Conditions for Application of Annual Practising Certificate and Temporary Permit to Practise

Veterinary surgeon who desires to apply for his annual practising certificate under Section 17 of the Act or a temporary permit to practise under Section 13 of the Act shall satisfy the continuing professional development (CPD) requirements prior to the application for an annual practising certificate or a temporary permit to practise unless given special consideration as stated in the Second Schedule.

4. Continuing Professional Development Requirements

(1) Veterinary surgeons are required to show evidence in the updating of their skills and knowledge in the practice of veterinary medicine. Involvement are represented in the form of credit points (CPD points) assigned by a Continuing Professional Development Secretariat that is appointed by the Council for the participation and attendance in a non-exhaustive list of activities recognised by the Council such as:

- (a) seminars, workshops, training, courses, or educational activities in veterinary sciences and allied industries that are relevant to the professional development of veterinary surgeons;
- (b) veterinary-related conferences, congresses and annual general meetings (e.g. veterinary fraternities including professional associations, special interest groups, regional branches, affiliate and allied associations);
- (c) publications in approved journals of veterinary or/and allied sciences;
- (d) as resource personnel for the education of veterinary surgeons;
- (e) participation in professional activities recognised by the Council; and
- (f) other activities as may be approved by the Council in writing.

- (2) The credit point value assigned for participation and attendance of approved activities are as specified in the First Schedule.
- (3) Continuing Professional Development is vital for the continual maintenance, development and improvement of skills and knowledge of a veterinary surgeon. Fraternity is an important cohesive force to bind this profession together.
- (4) The annual accumulation of 50 CPD points is recommended to be derived from a maximum of three (3) annual general meetings, one (1) scientific conference with point balances from serving on relevant association committees, writing scientific and educational articles, meeting presentations, and/or attending seminars and workshops.
- (5) CPD providers who provide or veterinary surgeons that attend any unique activities pertinent to their job functions may apply to the Continuing Professional Development Secretariat to determine the relevance and point eligibility of the activities as stated in Section 5 of the Second Schedule.
- (6) Activities that impart knowledge at the undergraduate level is eligible for fewer points than advanced activities. Activities that are considered vital for certain basic knowledge, such as for good veterinary practices, ethics, or regulatory matters, may be assigned higher credit points. Veterinary surgeons are responsible in identifying their own educational needs and the planning of the CPD activities to be undertaken in advance.
- (7) Continuing Professional Development activities can be broadly grouped into four (4) categories as stated below:

Category	Sub-categories	
1. Professional Veterinary or Animal Related Association or Interest Group	1.1	Professional Conferences – minimum of 8 hours of technical papers / interactions for entire conference (Local and International - can be Annual, Biennial etc. and must be advertised as conferences. Seminars are not accepted)
	1.2	General Meetings of Professional associations (either as AGM or EGM)
	1.3	Professional Seminars/ Talks (excluding online courses, conferences)

	1.4	Courses / Workshops (during workshops when there is a mixture of briefings, practical work/wet labs and lectures , each hour of that event day will carry 5 points to a maximum of 20 points per day)
	1.5	Exhibitions
	1.6	Webinars
	1.7	Online courses (excluding webinars)
2. Formal/Informal Education and training	2.0	Activities that are indirectly veterinary-related but is needed for the improvement of veterinary services
3. Presentations, Papers, Article writing	3.1	Presentations and papers at conferences, proceedings, training events
	3.2	Journal article writing
	3.3	Educational article writing – e.g. newspapers, magazines, newsletters
4. Social responsibility	4.1	Social responsibility (A) – Editor in Professional Veterinary OR Animal Science OR Animal-related Science Journals OR holding a position in a Social Responsibility related association e.g. NGO
	4.2	Social responsibility (B) – Talks to non-professional audiences on veterinary matters, talks to veterinary surgeons/professional audiences on non-technical matters i.e. ethics, regulatory matters, practice responsibilities
	4.3	Office bearers in relevant Councils/ Veterinary-related / Animal-related Associations

(8) Minimum CPD points required for the application of annual practising certificate are as shown in the Second Schedule. The Council may at its discretion vary or waive the requirements in pursuant to Section 2 of the Second Schedule as it deems fit.

(9) Excess CPD points, after being utilised for any application of practising certificates or permits, can be carried forward for only **one (1) following consecutive year**, except for points where a ceiling value or condition has been specified in the First Schedule.

5. Submission of Continuing Professional Development Requirements

The acquiring of CPD points for application of practising certificates or permits shall be from **1st October of the prior year until 30th September of the current year (“CPD year”)** prior to the submission of applications for the following term (APC – the next year, TPP – the next period).

(1) Veterinary surgeons are required to complete FORM 2: Detail Worksheet to verify eligibility of activities as stated in the First Schedule and to aid point calculations. Points can then be computed and transferred into FORM 1: Summary Worksheet.

- (2) Copies of documentary proof of attendance or participation of the recorded activities must be attached with the completed FORM 2 prior to submission. Forms 1 and 2 are required to be submitted with the application forms as soon as the required CPD points has been fulfilled.
- (3) Veterinary surgeons are responsible for their own record-keeping of copies of their forms and attendance / participation proof for future references and auditing purposes. The Council reserves the right to verify any discrepancies in the participation/attendance of veterinary surgeons and point eligibility of the recorded CPD activities.

6. Exemption from Continuing Professional Development Requirement

Persons exempted from the requirements of Continuing Professional Development are:

- (1) Newly registered veterinary surgeons with exemption on the year of registration and the ensuing one (1) year; OR
- (2) First-time temporary permit to practice applicants; OR
- (3) Veterinary surgeons applying for temporary permit to practice for veterinary practice of short durations which include practice at races, competitive activities, exhibitions, workshops, for specialised surgery or education.

**VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)
(AMENDMENT) DIRECTIVE 1/2016**

FIRST SCHEDULE

Credit Point Allocation for Recognised Activities

Category	Activity Description	Points Allocated (Pts)	Source of points for APC /TPP Application
1.1	Professional Conferences – minimum of 8 hours of technical papers / interactions for entire conference <i>Local and International - can be Annual, Biennial etc. and must be advertised as conferences. Seminars are not accepted.</i>	Fixed: 30 / conference	<u>Ceiling for APC/TPP application:</u> No limit to number of conferences for APC application/ year. <u>Condition:</u> Extra points can be carried forward for one (1) following year.
1.2	General Meetings of Professional associations either as AGM or EGM	Fixed: 15 / GM <i>*Allocated points will be subjected to future revision.</i>	<u>Ceiling for APC/TPP application:</u> 3 GM/year. <u>Condition:</u> Extra points will <u>not be carried forward.</u>
1.3	Professional Seminars/ Talks (that are not conferences)	Varied: 4 / hour	<u>Ceiling for APC/TPP application:</u> 15pts/day of the event. <u>Condition:</u> Extra points will <u>not be carried forward.</u>
1.4	Workshops	Varied: 5 / hour	<u>Ceiling for APC/TPP application:</u> 20 pts/day of the event. <u>Condition:</u> Extra points will <u>not be carried forward.</u> Workshops that involved a mixture of briefings, practical work and lectures – each hour of the event day will carry 5 points to a maximum of 20 points for the day
1.5	Exhibitions	Varied: 5 / day	<u>Ceiling for APC/TPP application:</u> 10 pts per exhibition / year. <u>Condition:</u> Extra points will <u>not be carried forward.</u>
1.6	Webinars	Varied: 1 / webinar	<u>Ceiling for APC/TPP application:</u> 5pts/year. <u>Condition:</u> Extra points will <u>not be carried forward.</u>

1.7	Online courses (not webinars)	Varied: Recognised online course providers such as VIN, RVC, CPD solutions, AVA VetEd. etc.	RACE accredited points or equivalent will be considered on a case-to-case basis. Veterinary surgeons are required to write in for consideration. Condition: Extra points will <u>not be carried forward</u> .
2.0	Formal/Informal Education and training – Activities that are indirectly veterinary-related but is needed for the improvement of veterinary services <i>E.g. Malaysia Professional Centre, Management Programs/Skills, Business Development, MBA, Management Systems, Auditing Skills, Understanding of Taxes.</i>	Fixed: 10 pts upon completion	Documented evidence with verification are required to be produced at the end of the course for evaluation of appropriateness of course. Acceptance of activities and dispensation of points are subjected to discretion of the Secretariat.
3.1	Presentations and papers at conferences, proceedings, training events	Fixed: Lead author : 4 / paper Co-author : 2 / paper	Ceiling for APC/TPP application: 2 presentations / year. Condition: Extra points can be carried forward for one (1) following year.
3.2	Journal article writing	Fixed: Lead author : 5 / paper Co-author : 3 / paper	Ceiling for APC/TPP application: 2 papers / year. Condition: Extra points can be carried forward for one (1) following year.
3.3	Educational article writing – e.g. newspapers, magazines, newsletters	Fixed: Maximum 1 pt /article	Ceiling for APC/TPP application: 2 articles / year. Condition: Extra points will <u>not be carried forward</u> .
4.1	<i>Social Responsibility (A)</i> – Editor in Professional Veterinary OR Animal Science OR Animal-related Science Journals OR holding a position in a Social Responsibility-related association e.g. Animal welfare NGO	15 / publication OR position	Ceiling for APC/TPP application: 1 publication or position / year. Condition: Extra points will <u>not be carried forward</u> . NB if this is also a position on an NGO committee, the 15 points are in addition to the 5 points for being on a committee

**VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)
(AMENDMENT) DIRECTIVE 1/2016**

SECOND SCHEDULE

Credit Point Requirement

1. General Considerations

<i>Application Year for Annual Practising Certificate (APC)</i>	<i>Minimum credit points to be attained as requirements for application</i>	
	<i>CPD points</i>	<i>Special considerations</i>
2014 and 2015	30	See 2.1 and 2.2
2016 onwards	50	

****Note:**

*Application year means the year that the APC is being applied for.
E.g. 50 CPD points is required for application for Year 2018 APC.*

2. Special Considerations

2.1 For the application of Temporary Permit to Practise, the minimum CPD points to be attained within the current period of permit as a requirement for application for the following period is half (1/2) of the required points that is stated in General Considerations.

2.2 For the application of Annual Practising Certificate and Temporary Permit to Practise for veterinary surgeon who:-

- a) **Has attained the age of 60 years**, the minimum requirement will remain at **30 CPD points for APC applications for the following year and 15 points for TPP applications for the following period;**
- b) Has special disabilities and impairments – veterinary surgeon is required to write an appeal to the Council to have the minimum requirement CPD points varied or waived provided. The Council reserves the right to request documentary proof to justify such waiver.

Approval of such appeal is subjected to conditions and restrictions by the Council with recommendations by the Council's CPD Committee.

3. Insufficient CPD Points

In the event of insufficient CPD points ("CPD point deficit") prior to the application submission for a practising certificate or permit to practise, the applicant may appeal to the Council by writing in to the Registrar, and will be subjected to an undertaking whereby the applicant is required to fulfill the deficit in addition to the required points for the next application, or based on conditions or restrictions that may be recommended by the Council's CPD Committee.

4. Special cases

The Chairman of the Council's CPD Committee shall make the final decision where necessary in exceptional circumstances for CPD point allocations and make collative recommendations to the Council for persons stated within section 2 and section 3 of this Schedule.

5. Continuing Professional Development (CPD) Secretariat

The Malaysian Veterinary Council has appointed the Veterinary Association of Malaysia (VAM) to be the CPD Secretariat responsible for the evaluation and award of CPD points for all relevant activities. Kindly visit the Malaysian Veterinary Council website at www.mvc.gov.my (FAQ) and Veterinary Association of Malaysia website at www.vam.org.my (CPD) for more information. For any inquiry on CPD kindly write to cpdvam@gmail.com.

**VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)(AMENDMENT)
DIRECTIVE 1/2016**

SUMMARY WORKSHEET (YEAR :.....)

Name : _____ Application date : _____

Current : _____ Age : _____ years
APC / TPP No. _____ (by 1st Dec of current year)

Period of validity : Start: _____ End: _____

	CPD Category		CPD Sub-category	CPD points entitled
1	Professional Veterinary or Animal Related Association or Interest Group	1.1	Professional Conferences	
		1.2	General Meetings of Professional associations	
		1.3	Courses / Workshops	
		1.4	Professional Seminars / Talks - Excluding Online courses, conferences	
		1.5	Exhibition(s)	
		1.6	Webinar(s)	
		1.7	Online courses (Excluding webinars)	
2	Formal/Informal Education	2.0	Activities that are indirectly veterinary-related but is needed for the improvement of veterinary services	
3	Presentation, Papers, Article Writing	3.1	Presentations and papers at conferences, proceedings, training events	
		3.2	Journal article writing	
		3.3	Educational article writing – e.g. newspapers, magazines, newsletters	
4	Social Responsibilities	4.1	Social responsibility (A) – Editor in Professional Veterinary OR Animal Science OR Animal-related Science Journals OR holding a position in a Social Responsibility related association	
		4.2	Social responsibility (B) – Talks to non-professional audiences on veterinary matters, talks to veterinary surgeons/professional audiences on non-technical matters	
		4.3	Office bearers in relevant Councils/ Veterinary-related / Animal-related Associations	
TOTAL CPD POINTS COLLECTED IN THE CURRENT PERIOD (A)				

CALCULATION:

1. Fill up the in the boxes below.
2. Please make 2 copies of this computed form for your reference and to be submitted in the following application period.
3. Refer to formulae to calculations in Detail Worksheet

(A)	(B)	(C)	(D)	(E)
CPD points collected in the current period	CPD points carried forward from previous period	CPD points required for renewal of APC/TPP	CPD points eligible to be used for computation D = C - B *	CPD points allowed to be carried forward E = A - D **
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*If the value computed in **(D)** is negative, return a value of '0'.

If the value computed in **(E) is negative, you have insufficient points for renewal.

VETERINARY SURGEONS (CONTINUING PROFESSIONAL DEVELOPMENT)(AMENDMENT) DIRECTIVE 1/2016

DETAIL WORKSHEET (YEAR :.....)

Name of Applicant:

Contact No. and Email Address:

CPD Category	Activity/CPD sub-categories	Approval Code where applicable	Date of Activities/ Program	CPD Point Entitlement
1. Professional Veterinary or Animal Related Association or Interest Group	1.1	Conference, Congress, Chapter Meeting, Specialist Meeting, etc.,		
	1.2	General Meetings – Annual, Extraordinary		
	1.3	Courses / Workshops / wet-labs		
	1.4	Professional Seminars or talks -Veterinary or Animal Related, but excluding Online courses		
	1.5	Exhibition		
	1.6	Webinars		
	1.7	Online courses (Excluding webinars)		
2. Formal/ Informal Education –Non-Veterinary useful for veterinary services	2	Activities that are indirectly veterinary-related but is needed for the improvement of veterinary services		
3. Presentation, Papers, Article Writing	3.1	Presentation and papers		
	3.2	Journal article		

	3.3	Educational article writing – e.g. newspapers, magazines, newsletters writing			
4. Social Responsibilities	4.1	Social responsibility A - Editor in Professional Veterinary or Animal Science, Animal related Science Journals			
	4.2	Social responsibility B – Talks to - professional and - non-professional audience			
	4.3	Office bearers in Councils/ Veterinary/ Animal Related Associations Office bearer Committee			