SINGAPORE MEDICAL COUNCIL

FAQs ON RAISED CME CAP FOR CAT 3A AND CORE POINTS FOR COVID-19 RELATED CME ACTIVITIES

(Note: In the Professional Registration System, all Continuing Medical Education (CME) points and CME-related matters are captured in the Continuing Professional Education (CPE) module in the system. As such, the terms CME and CPE are used interchangeably in this set of FAQs.)

Q1	When will the cap for Cat 3A be lifted? My Continuing Professional Education (CPE) report still shows that my Cat 3A points have been capped at 10.
A1	If your Cat 3A claims have been capped, please allow some time for us to raise the caps in the Professional Registration System (PRS) record. Please email to us only if your cap is not raised by **1 July 2020**.
Q2	I have attended a webinar. Should I submit a self-claim or will the organiser submit the attendance on my behalf?
A2	If the SMC-approved webinar is locally organised and has interactive participation, it is considered a Cat 1 event. The local organiser will submit your attendance to SMC. Watching a recorded local webinar in your own time is considered a Cat 3A event as no attendance is taken by the organiser. For local webinars, accredited by SMC, please obtain the activity ID from the organiser and enter this in the "Additional Remarks" field for your Cat 3A self-claim. Overseas webinars must be accredited by their CME accreditation bodies e.g. for the US, the Accreditation Council for Continuing Medical Education (ACCME) accredits such CME. Enter the name of the overseas CME accreditation body that has accredited this webinar in the "Additional Remarks" field in your claim.

	Category of Audio Visual Media Credit Claim
	Category 3A **Type of Activity** Audio Visual Media ***Specialty** --Select Here-- ▼ ***Programme Provider** [ ] ***Programme Title** [ ] **Author / Speaker** [ ] ***Year of Media Produced** [ ] **Serial / Volume No.** [ ] ***Aesthetic** Is the activity related to aesthetic practice? 　○ No ○ Yes **Additional Remarks** [ ] (0/500) [Proceed]
Q3	**How do I submit CPE claims?**
A3	(i) <u>Online local events [Cat 1A / 1B]:</u> • The organiser (CPE providers) will submit your attendance. Please check with the organiser if you find that your attendance is not submitted. (ii) <u>Overseas activities [Cat 1C], Publications [Cat 2], Self-Study readings/watching webinars [Cat 3A], Distance-learning programmes [Cat 3B]:</u> • Under the submission of CPE claims in the PRS, select "CPE", then select "Submit CPE claims" and fill up the online form. • Retain documentary proof of all claims under Cat 1C, Cat 2 and Cat 3B and submit them to SMC via PRS. Please attach documents in "pdf" or "jpeg" format and ensure that the file size is not bigger than 1MB. • Documentary proof is not required for Cat 3A claims on reading of journals. However, for watching of <u>recorded local webinars</u>, you will need to key in the activity ID. For overseas webinars or events, please key in the name of the overseas CME accreditation body which has accredited this webinar or event. Refer to Q2. • If you have completed <u>Medscape assessments</u>, please submit claims under <u>Cat 3B (attaching the Medscape certificate of completion)</u>.

SINGAPORE MEDICAL COUNCIL

Q4	I have just submitted some Cat 3A/3B claims for COVID-19 related reading/modules but non-core point(s) was awarded.
A4	Core points are recognised in the PRS according to your specialty. COVID-related Cat 3A/3B claims must be claimed under your specialty(s) to be recognised for core points. Select your specialty under the reading/module as shown in the example below. Example 1 (using Cardiology specialty) Under the Category of Readings Credit claim, a cardiologist should select cardiology for the specialty of reading/module for COVID-19 related core points.

SINGAPORE MEDICAL COUNCIL

Example 2:
A general practitioner should select Family Medicine for the specialty of reading/module with COVID-19 related content.

Example 3:
A doctor with 2 specialties, say Respiratory Medicine and Intensive Care Medicine, may select either Respiratory Medicine or Intensive Care Medicine for the specialty of reading/module with COVID-19 related content depending on which specialty he would like to apportion his COVID-19 core points.

If you have been awarded non-core points for reading of COVID-19 related activities **after** the 28 April 2020 SMC Circular No. 3/2020 on raised 3A cap and core points, you may write in to SMC at smc_cme@spb.gov.sg. As we are experiencing a surge in CPE claims, conversion of the points will take a longer time to process than usual.

If your Practising Certificate (PC) is expiring on 31 December 2020 and you have been awarded non-core points for COVID-19 related CME activities **before** the circular was issued on 28 April 2020, please email us only from **1 July 2020** onwards to assist with the conversion if you do not have enough core-points.

SINGAPORE MEDICAL COUNCIL

Q5	How do I know if the journal that I have read is found in PubMed? What are the journals that can be found in PubMed?
A5	You may view the journals found in PubMed at the following link: https://www.ncbi.nlm.nih.gov/pubmed/ Some journals in PubMed may require subscription in order to access the articles in the journals.
Q6	What are the Cat 3B distance learning programmes (DLPs) that I may take part in? How are CPE points awarded?
A6	You may refer to the SMC's List of Accredited CME Activities which include accredited Cat 3B activities. You may also submit DLPs by Medscape (www.medscape.com) or DLPs accredited by overseas CME accreditation bodies such as the ACCME. For DLPs that are related to COVID-19, if you a specialist, please select the specialty of the DLP under your specialty and if you are a Family Physician or GP, select under family medicine. Attach the certificate of participation and accreditation by overseas CME accreditation body, if applicable. SMC awards 1 CPE point for each approved Cat 3B claim and not according to the credit(s) awarded by other overseas accreditation bodies.
Q7	How do I attach documents when the application is routed to me for attachment of supporting documents?
A7	Please use the following steps (i) Log in and click on "Enquire CPE Claims" to find the application. (ii) Click on the word "here" under "Remarks" to attach the supporting document. Your document should be in "pdf" or "jpg" format and file size should not exceed 1MB.

Q8	How do I view my CPE report?
A8	Login to your PRS account using your SingPass: (i) Select "CPE" (ii) Select "Monitoring of CPE" (iii) Select "Detailed Report for Current QP" (as shown below). A sample of the online CPE report is shown below.

SINGAPORE MEDICAL COUNCIL

Q9	Why are my CPE points not reflected?
A9	In general, straightforward CPE applications and claims take 4 to 6 weeks to process. Because of the surge of CPE claims during this period, the processing time will be longer. Other reasons for the delay could be: (i) Additional information is required for approval or review; or (ii) Activities which you have attended are not in SMC's List of Accredited CME Activities. Your CPE points may also not be reflected as the claims may have been rejected for the following possible reasons: (i) Events are non-medical in nature; (ii) Events are organised by pharmaceutical or non-healthcare related companies for commercial purposes; or (iii) Speakers and the primary target audience are not doctors.

Date: 12 May 2020