

Maintenance of HCV s100 Prescriber accreditation

The accreditation system involves Continuing Medical Education (CME) as an integral component. The National Standard for Accreditation of Community HCV s100 Education Programs (2007) requires accreditation systems and training programs to include ongoing CME activities.

ASHM implements this through:

- registering all medical practitioners who have completed HCV s100 training, satisfied the criteria for accreditation and been recommended by the HCV Clinical Subcommittee and approved by the State Health Department as HCV Community Prescribers in the HCV CME program database;
- delivering training courses that meet the National Standard and providing clinical updates, clinical placements and mentoring activities that are accredited for HCV CME points to provide opportunities for HCV prescribers to maintain accreditation; and
- maintaining up to date details of the CME activities completed by HCV Prescribers so that they can meet the criteria for re-accreditation.

1. Criteria for maintaining accreditation

Accreditation is granted on a triennial (3 year period) basis coinciding with the RACGP Triennium commencing January 2008. In order to re-establish accreditation for each triennium from 1 January 2008, a prescriber must satisfy the following 2 criteria:

1. maintain an established link with a designated qualified and experienced HCV specialist located at a hepatitis C treatment unit in a public hospital; **and**
2. accrue a total of 10 HCV CME points during the triennium with a minimum of 2 HCV CME points obtained in each calendar year of that triennium.

2. Award and accrual of HCV CME points

CME points can be accrued by HCV prescribers through a variety of education and training activities delivered both by ASHM and by external CME providers. Registrants at all activities delivered by ASHM are recorded, but it is the responsibility of the attendee to sign the attendance sheet to claim HCV CME points. External HCV CME providers must submit attendance sheets to ASHM in order for the HCV CME points for HCV prescribers attending that activity to be recorded.

Generally, non-interactive or didactic learning attracts less HCV CME points per session than interactive learning. Addiction Medicine CME could also contribute to HCV CME if the activity has been accredited. ***For a detailed breakdown of the points awarded to specific activities, please refer to the attached HCV CME Points Award Table (Table 1).***

HCV prescribers are required to participate in a range of activities during each triennium to renew their HCV s100 prescriber accreditation. The total of 10 HCV CME points should be composed of a mix of training courses, clinical updates, clinical mentoring, clinical placement, clinical audit, conference attendance or online CME activities. Generally, no one type of activity is to make up more than half of the HCV prescriber minimum HCV CME points total. Clinical mentoring is encouraged but not mandatory for CME purposes. Clinical mentoring of HCV prescribers is expected to occur with the HCV specialist specified in the application for s100 HCV prescribing rights as being the HCV prescribers' specialist linkage. However, mentoring can occur as and when needed with any HCV specialist.

3. HCV CME adjudication of activities delivered by external providers

Organizations wishing to have their educational activities adjudicated may apply to the ASHM secretariat staff at any time. The activities of external CME providers can be awarded HCV CME points only if the provider has completed an application for HCV CME adjudication. The application by the external CME provider should be made prospectively and the form is available from and processed by the secretariat staff. If an external CME provider has not applied for HCV CME points for an activity, a HCV prescriber who has attended or completed that activity may apply for HCV CME adjudication retrospectively.

HCV prescribers are also encouraged to apply for adjudication of HCV CME activities within their own practice, for example clinical audit or case discussion activities. Most applications for HCV CME points will be

adjudicated by ASHM clinical advisors working with the HCV prescriber program. Any contentious applications, including some from pharmaceutical companies, will be forwarded to the HCV Clinical Subcommittee for adjudication.

HCV CME points are allocated to each activity that is adjudicated as per the guide above. One-off events such as conferences, seminars and workshops will be awarded points on the basis of an assessment of the extent to which the activity educates, informs and develops prescribers in relation to s100 highly specialised drugs for the management of HCV infection. External HCV CME providers must submit attendance sheets to ASHM in order for the HCV CME points for HCV prescribers attending that activity to be recorded.

The HCV CME adjudication application form requests that external providers describe the activity and provide details on how it will meet the needs of HCV s100 prescribers. The provider must state the learning objectives for the activity and attach the program for the activity with details on the speaker(s), together with the PowerPoint presentation(s). CME Providers failing to provide adequate information will be advised to resubmit their application.

4. Notifying and recording point allocations

ASHM secretariat staff will notify all applicants (both external CME providers and individual prescribers) of the outcome of their applications within three weeks of the application being made and all supporting documentation being supplied. The list of accredited HCV CME activities and the number of HCV CME points they have been awarded will be listed in the *HCV s100 Prescribers Information Sheet* that is mailed out regularly to all HCV prescribers.

5. Annual assessment of CME activity

Prescribers will be mailed a personalized *HCV CME record sheet* in the fourth quarter of each calendar year. The record sheet will contain the list of eligible CME activities that have been adjudicated at that time. The record sheet will list all activities that ASHM secretariat staff are aware the HCV prescriber has completed since 1 January of that year. These may be a combination of ASHM activities and those delivered by external providers – provided that the external provider has provided ASHM with attendance records. It will also provide an opportunity for an application by the prescriber regarding an activity completed by them that has not yet been accredited for HCV CME. This application must provide adequate details regarding the activity and the learning outcomes in order for that activity to be considered for HCV CME points. If a prescriber has completed an activity provided by an external HCV CME provider then they will be expected to provide evidence of that such as a certificate of completion.

Prescribers are also required to re-confirm the details of their linkage to a designated and experienced HCV specialist located at a Hepatitis C treatment unit in a public hospital. Prescribers will be required to complete the record and return it to ASHM by 30 November each year. One update will be run after 30 October and prescribers will be informed of any additional education activities that will attract prescriber points before the end of the year for those who are short of the required annual total of HCV CME points.

6. Failure to meet the HCV s100 prescriber accreditation criteria

During December, practitioners will be notified whether they have met the criteria necessary to maintain their HCV s100 prescriber accreditation for the following year.

Those practitioners who meet the criteria will be provided with:

- a letter with information about their rights and obligations;
- current information about the HCV s100 program;
- a list of planned activities which will attract HCV CME points;
- information on how to apply for adjudication of CME activities.

Those practitioners who fail to meet the criteria will be advised in writing that unless they successfully appeal or complete additional activities to achieve the annual total of HCV CME points, they will cease to have authority to prescribe HCV s100 drugs from the end of March.

The aim of the HCV CME program is to ensure prescribers maintain their clinical competency and are kept up to date. It is not intended to be punitive. ASHM secretariat staff will assist HCV prescribers to access further training and other CME activities as necessary to accrue their remaining HCV CME points and maintain their accreditation.

7. Supplementary information requests and appeals

Where a practitioner has failed to provide adequate evidence that:

- sufficient HCV CME activities have been completed in the triennium and preceding year, or
- appropriate linkage is established with a designated qualified and experienced HCV specialist located at a Hepatitis C treatment unit in a public hospital;

they will have an opportunity to:

- furnish additional information;
- establish linkage and relationships; and/or
- undertake further HCV CME activity;

in order to maintain their HCV s100 accreditation.

HCV prescribers can appeal decisions made regarding their accreditation and those appeals may be made in writing to the ASHM secretariat staff, for consideration by the HCV Clinical Sub-Committee. External HCV CME providers may also appeal decisions made adjudication of HCV CME activities.

HCV CME POINTS AWARD & ACCRUAL TABLE FOR HCV COMMUNITY PRESCRIBERS 2008

HCV CME Activity	HCV CME points award	Max pts per 3 year cycle	Documentation needed
Completion of Modules in ASHM Short Course in HCV or equivalent from other provider	1 point per module	5 points	ASHM course attendance recorded by ASHM staff; other courses need certificate of completion
Attendance at ASHM HCV Clinical Update meeting	1 point per meeting	3 points	ASHM meeting attendance recorded by ASHM staff
Attendance at HCV Clinical Update from other CME provider	As per HCV CME points award for activity	5 points	CME provider will provide attendance list to ASHM if event is CME accredited
Management of patient on HCV therapy to completion if writing all scripts after initiation	1 point per patient per year	2 points	Non-identifying patient details provided to ASHM staff
Case Conferencing regarding HCV management issues with a HCV Specialist	1 point per hour	3 points	Prescriber provides proof of activity to ASHM staff or ASHM staff can check points claimed with specialist
Mentoring activity with Hospital HCV Specialist	1 point per hour	3 points	Prescriber provides proof of activity to ASHM staff or ASHM staff can check points claimed with specialist
Clinical placement at a Hospital HCV Specialist Unit	1 point per placement per year	3 points	Placement organized by ASHM staff & prescriber provides short summary of learning outcome(s) of attachment
Clinical audit regarding HCV management	1 point per audit per year	3 points	Prescriber provides short report on outcome of audit to ASHM staff
Presentation at ASHM course or other HCV CME accredited event	1 point per event	3 points	ASHM courses recorded by ASHM staff; other courses need copy of program and evaluation from provider
Participation as an investigator in a HCV clinical trial	1 point per trial per year	3 points	Confirmation of participation from principal investigator in trial
Publication of journal article related to HCV management	2 points per article if 1 st author; 1 point if not	2 points	Copy of journal article
Attendance at Australasian Viral Hepatitis Conference	1 point per day	3 points	Copy of certificate of attendance or record of attendance kept by ASHM staff
St Vincent's Hospital Hepatitis Symposium, Melbourne	1 point per day	2 points	Copy of certificate of attendance or attendance list from organiser
Roche Hepatitis C Symposium	1 point per day	2 points	Copy of certificate of attendance or attendance list from organiser
Online HCV CME units with Medscape, Clinical Care Options or other CME providers	1 point per unit	3 points	Copy of certificate of completion
Completion of peer-reviewed Journal HCV CME exercise	1 point per unit	3 points	Copy of certificate of completion
Completion of any other HCV CME exercise	On application	On application	On application

TABLE 1