

**Massage Association of Australia Ltd** (ACN 131 861 115)  
12 Station Street | Moorabbin VIC 3189  
Tel | (03) 9555 9900 Fax | (03) 9555 9904  
Email | [office@maa.org.au](mailto:office@maa.org.au)  
Website | [www.maa.org.au](http://www.maa.org.au)



## **MASSAGE ASSOCIATION OF AUSTRALIA CONTINUING PROFESSIONAL EDUCATION PROGRAM**

### **What is CPE?**

Continuing Professional Education (CPE) is defined as a well-structured program of further education for graduates in professional occupations.

The MAA CPE Policy is designed to ensure its accredited therapeutic and remedial practitioners regularly update their clinical skills and professional knowledge.

CPE is an important element of maintaining status as a provider with Australian health insurance funds. These funds require that providers must be up to date with the following in order to be recognised as a provider of health benefits in the discipline of massage therapy:

- (1) Membership of a recognized Association
- (2) Current professional indemnity insurance
- (3) Current Level 2 First Aid certificate
- (4) Massage therapy qualifications at either the Certificate IV, Diploma or Bachelor degree level gained from an Australian Registered Training Organisation (RTO)
- (5) A commitment to CPE of 20 points per year.

### **Principles Underpinning the CPE Policy**

The CPE Policy is founded on the following principles:

- Easily accessible to all members, regardless of geographic location
- Members to be given broad latitude in the selection and design of their individual learning programs
- Applicable to not only massage therapy disciplines, but also to other practices that are relevant to clinical practice which MAA does not accredit eg ayurveda, yoga and reiki.
- Encourages all aspects of clinical practice as well as activities associated in managing a small business eg bookkeeping, advertising and marketing.
- Seminars, workshops and conferences that qualify for CPE points must be of a high standard and encompass both broad based topics as well as discipline- specific topics
- Effectively managed by MAA administration and the committee
- Financially viable so that costs are not prohibitive, especially to those in remote areas
- Relevant to the learning needs of practitioners, taking into account different learning styles and needs

- Collaborative process between professional complementary medicine associations, teaching institutions and government agencies to offer members the widest possible choice in CPE activities
- Welcomes feedback from MAA members for the future development and implementation of the program.

### **Number of CPE Points Required**

Accredited Remedial Members must accumulate **20 CPE points per annum**, commencing and ending on the membership joining/expiry date.

One hour of activity generally equates with one CPE point. For example, an all day seminar/workshop involves attendance as well as study of the reading material and has therefore been allocated 10 CPE points.

If a member exceeds 20 CPE points in a year, a maximum of 10 CPE points can be carried over into the next year.

### **CPE and Non-Practising Members**

As members may be non-practising for a number of reasons eg maternity leave, recovery from illness, family illness, travelling overseas etc, CPE is only applicable to practicing members.

### **CPE Record Keeping**

The onus of record keeping is the responsibility of each member. Members are issued with a CPE Record form together with their renewal notice, and this must be completed and returned with the renewal form and membership fees for the upcoming year.

Annual renewals cannot be finalised until CPE requirements have been met for the previous year and membership certificates will not be issued until this has been satisfied.

The requirement of proof is an essential factor in the CPE process, and the evidence produced must be reasonably self-evident that the activity was undertaken.

### **Publicising of CPE Activities**

Suggested CPE activities are advertised through the quarterly newsletter and on the MAA website.

## Activities that Qualify for CPE Points

The following activities qualify for CPE points:

Activity	Points	Evidence
All day seminar or workshop or conference	10 points	Signed attendance form
Half day seminar or workshop or conference	5 points	Signed attendance form
Participation in a local group of practitioners to enhance clinical competence	1 point per hour	Written evidence of participation by the group leader
Professional seminars by telephone	1 point per hour	Proof of participation with number of hours
Professional seminars and bulletin board participation by Internet	1 point per hour	Proof of participation with number of hours
Completion of questions after listening/ viewing an audio/video tape of a recognised seminar or conference	1 point per hour	Completion of the question form
Paid subscription to a journal related to clinical practice or business management of the clinic	5 points per subscription	Proof of subscription
Author or joint author of a published book relating to clinic	20 points	Copy of the book
Free subscription to an electronic journal via the Internet related to clinical practice or business management of the clinic	2 points per subscription	Proof of subscription eg copy of table of contents
Postgraduate study in complementary medicine at Graduate Diploma, Masters or PhD level at a tertiary institution by either course work or research	20 points per year	Statement of attainment, proof of enrolment
Presentation at a seminar or workshop or conference	5 points per presentation hour	Proof of presentation
Professional development through technical books, short courses or CD-ROM / DVD	5 points	Proof of purchase, enrolment or loan of material from library
First Aid Level II course update	20 points	Proof of attainment
Courses longer than 20 hours in clinical practice or business management for clinic	20 points	Proof of completion
Volunteer work in complementary medicine for a community based agency/project	1 point per hour	Written evidence of participation from organisation

# CPE Record

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Membership No: \_\_\_\_\_ Accreditation No: \_\_\_\_\_

20 credit points must be accumulated every year, the completed record is to be returned with your MAA membership renewal form.

Date	Activity	Points	Evidence