

Policy – Responding to applications for exemption from the CPD standard

Effective from: 1 December 2019

Summary

This policy aims to assist the understanding of how applications for a CPD exemption are considered by the Paramedicine Board of Australia (Board) or its delegate.

CPD standards' exemption information

The [CPD registration standard](#) states:

The Board may grant a full or partial exemption or variation from this standard in exceptional circumstances.

The Board's [Guidelines: Continuing professional development](#) provide further guidance.

More information on the Board's CPD requirements and exemptions can be found on the Board's website:

- [Fact sheet: CPD exemptions](#)
- [Application for CPD exemption form](#)

Full vs partial exemption

The CPD exemption allows for a full or partial exemption or for a variation from CPD requirements. Where the exceptional circumstances have prevented the practitioner from practising and completing CPD. The following indicative criteria may apply:

- Exceptional circumstances of 3 – 6 months – partial exemption of 50%
- Exceptional circumstances of 6 – 9 months – partial exemption of 75%
- Exceptional circumstances of 9 – 12 months – full exemption

Variation

The Board may grant a variation from CPD requirements when a practitioner can demonstrate that the exceptional circumstances have prevented them from meeting all the CPD requirements. For example, they are unable to meet the CPD in an interactive setting requirement.

Consecutive exemptions

Generally, the Board doesn't grant exemptions for more than one registration period. Practitioners who are not practising for more than one year are encouraged to consider non-practising registration.

Evidence

Practitioners must provide evidence to support their application for a CPD exemption. Depending on a practitioner's circumstances evidence may include:

- medical reports or certificates
- death certificates or correspondence from a medical practitioner or other relevant authority
- letters from an employer regarding absence from practice
- statutory declaration or other proof relevant to the circumstances identified in the request.