



CPD EXEMPTIONS FROM COMPLIANCE POLICY

1. Purpose

- 1.1 This describes the basis, scope, and processes for granting of exemptions from compliance with CPD requirements for ACRRM Fellows and members of the ACRRM CPD Home.

2. Application and scope

- 2.1 ACRRM Fellows and any other members of ACRRM CPD Home.
- 2.2 The policy is applied in alignment with the Medical Board of Australia (MBA) CPD Registration Standard.

3. Policy

- 3.1 Members of the CPD Home program who have, or who anticipate that they will have, difficulty meeting the CPD requirements may apply for a full or partial exemption from compliance for a maximum of one year.
- 3.2 An exemption from participation in the CPD program may be granted to a participant who meets one or more of the following criteria:
 - 3.2.1 Bereavement following the death of an immediate family member
 - 3.2.2 Extended family/personal leave
 - 3.3.3 Parental leave
 - 3.3.4 Health reasons
 - 3.3.5 Reasons related to cultural responsibilities
 - 3.3.6 Other special circumstances
- 3.4 Applications for exemption will be considered and determined by the Censor in Chief.
- 3.5 Applicant information is treated as private and confidential.
- 3.6 Applications will include appropriate documentation to support the reason for the request, such as a copy of a leave application or medical certificate.
- 3.7 Exemptions are considered on a case-by-case basis
- 3.8 Exemptions may be approved for a maximum of one year. The Censor in Chief may approve a pro-rata exemption and set a reduced minimum requirement for an applicant whose criterion for exemption resolves or is for less than one year.

ACRRM acknowledges Australian Aboriginal People and Torres Strait Islander People as the first inhabitants of the nation. We respect the traditional owners of lands across Australia in which our members and staff work and live, and pay respect to their elders past present and future.



- 3.9 An applicant may lodge an appeal against the decision of the Censor in Chief through the processes outlined in the College Reconsideration, Review and Appeal [policy](#).

4 Process

- 4.1 Applications should be submitted in writing to the Censor in Chief by completion of the online application form (insert link).

5 Related Documentation

- 5.1 ACRRM CPD Home Program Handbook
5.2 [MBA Registration standard: CPD](#)

6. Document Control Information

6.1 Policy Information

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6.2 Document History

Version	Date Approved	Author	Description of revision	Internal Distribution	
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V1.0	Feb 2024	M Cooper	New policy	Feb 24	Website

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