

## Acceptable Continuous Learning Points for the Continuing Certification Program (CCP)

All certificants are required to earn **150 points of continuous learning** during the Certification cycle. Points may be earned exclusively through Continuing Medical Education (CME) or a combination of CME and Professional Activities. Certificants must obtain a **minimum of 108 points through CME** and **up to 42 points through Professional Activities**. To learn more, visit [www.HMDCB.org/cme](http://www.HMDCB.org/cme).

### CME Points

A **minimum of 108 points** through CME are required throughout the certification cycle. There are **five categories** of CME eligible for continuing certification credit:

1. Attending college/university courses
2. Attending professional workshops or conferences
3. Completing online courses specifically designed to enhance competence
4. Participating in an independent study
5. Participating in non-clinical fellowship hours

All CME activities must be documented as including **content related to the HMDCB Blueprint** and **relevant to practice in a hospice setting**. CME credits **must be obtained** from an accredited provider of medical education evidenced by reference to one or more of the following:

1. AMA PRA Category 1™ credits
2. Prescribed credit(s) by the American Academy of Family Physicians
3. AOA Category 1-A or 2-A CME Credit

A majority of CME can be categorized into **three categories** as it pertains to the CCP:

1. **Direct Hospice Topics:** If hospice is in the title, it can be used for the CCP.
2. **Non-Hospice Specific but Supported in the HMDCB Content Blueprint:** This includes all the symptom management, conversation directed, leadership-oriented CME topics that pertain to the skill set of a hospice medical director. Examples of this include pain management topics, the vulnerable elderly adult, depression, etc. You can review our [Content Blueprint](#) to confirm if a topic is supported.
3. **Other Topics that Don't Fit the Blueprint:** Topics that are not directly pertinent to the practice of a hospice physician will not count toward your CME points and should not be included in what is submitted. Examples of this include allergen testing, surgical techniques, and advanced cardiac life support. To check if a topic aligns with the blueprint, [click here](#).

**Note:** If you have questions about a particular CME, email us at [info@hmdcb.org](mailto:info@hmdcb.org) or call 847-375-6740.

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### Professional Activity Points

Up to forty-two (42) points may be earned in Professional Activities during the certification cycle. There are nine categories of professional activities eligible for Continuing Certification credit:

**1. Obtain/Maintain HPM Certification**

Credit will be given if you maintain subspecialty certification in Hospice and Palliative Medicine. Five points per year for every year you are certified throughout the Continuing Certification cycle. **5 points maximum per year**

**2. Obtain/Maintain a Certification in a Related Field**

Credit will be given if you maintain subspecialty certification in: Pain Management, Geriatrics, or AMDA's medical director certification. One point per year, per certification held throughout the Continuing Certification cycle. **No Maximum**

**3. Special Project Performed in Work Setting**

Special projects include performance measurement and improvement. Performance improvement (PI) activities describe structured, long-term processes by which a physician or group of physicians can learn about specific performance measures, retrospectively assess their practice, apply these measures prospectively over a useful interval, and re-evaluate their performance. Two points will be awarded per project. **No Maximum**

**4. Volunteer Service**

Volunteer participation in leadership responsibilities or committee involvement in a state or national professional organization, a hospice-provider or other organization directly related to the field of hospice and palliative medicine. One point will be awarded per year, per service. **No Maximum**

**5. Preceptorship and Mentoring**

Hospice physicians serving as supervisor or preceptor may apply hours spent supervising those practicing professionals of the interdisciplinary team in a structured program within the hospice setting. One point will be awarded per 10 hours of preceptorship maintained. **3 points maximum per year**

**6. Teaching, Lecturing, Presenting**

Encompasses the certificant's participation as an instructor delivering content related to the HMDCB Content Blueprint. The presentation must be delivered within a structured framework of teaching/learning. A presentation includes a seminar, in-service, clinical conference, consumer education program, and/or presenting an original paper or poster. The participation may be as the primary instructor, lecturer or panelist. No credit is given for repeat presentations of the same content. One point will be awarded per lecture hour. **4 points maximum per year**

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### 7. Publishing

Encompasses publications delivering content related to the HMDCB Content Blueprint. Responsibility in the publication may be authorship, co-authorship or editorial. The item to be published may be a book, chapter in a book, paper, article, abstract, book review, etc. One point will be awarded per publication. **4 points maximum per year**

### 8. Journal Club Participation

Certificants participating in a structured journal club who meet regularly to critically evaluate articles related to content outlined in the HMDCB Content Blueprint may earn credit through their membership. Two points will be awarded if the club meets quarterly; three points for monthly. **3 points maximum per year**

### 9. HMDCB Webinars & Coffee Chats

Certificants can earn professional activity points for attending or viewing HMDCB webinars and Coffee Chats. One point will be awarded for each event a certificant attends or views. **20 points maximum over the 6-year certification period**

**Note:** If you have questions about a particular Professional Activity Point, email us at [info@hmdcb.org](mailto:info@hmdcb.org) or call 847-375-6740.

## Recording Continuous Learning Points for the Continuing Certification Program (CCP)

Certificants can enter their continuous learning points (CME/Professional Activities) throughout their 6-year certification cycle. Once a certificant is eligible to renew their credential, their points will automatically transfer to their CCP application. Entering points early allows certificants to track their progress and saves them time during the application process. To learn more, visit [www.HMDCB.org/cme](http://www.HMDCB.org/cme).

### Recording Points

1. Log onto the [My HMDCB Certification Center](#)
  - a. If you forgot your password, hit the **Forgot Password** link and a temporary password will be emailed to you.
  - b. If you forgot your username, contact [info@hmdcb.org](mailto:info@hmdcb.org) and we can send it to you.
2. Once logged in, select the **three horizontal lines** in the top left-hand corner.

3. Select the **Continuous Learning** tab.



4. Once on the Continuous Learning page, scroll to the bottom to enter your CME/Professional Activities. Select the **Add** button under the **Action** column. **Each CME/activity must be entered separately.**

| Activity Type           | Total Points Earned | Action     |
|-------------------------|---------------------|------------|
| CME                     | 0.00                | <b>Add</b> |
| Professional Activities | 0.00                | <b>Add</b> |

5. Enter the required information, then hit the **Save** button.

\* Title of Program:

\* Supporting Organization:

\* Start Date:

\* End Date:

\* CME Type:

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**Points**

Type:

\* Number of hours:

**Save**