

CPD Credit Application Form :

All questions must be completed. Append to the Form a copy of the full event programme and participant evaluation materials. Forms should be returned to the BAAPS Office at least 3 months before the event.

General

Event Title

Location / Venue

Date(s)

Event Organiser

• Name

• Job Title

• Address

• Telephone

• Email

• Website

Delegate fee charged?

No

Yes –

Please specify

Has the event previously been given CPD Approval by BAAPS?

No

Yes –

please give details in the box

Event details

Names and place of work (eg name of hospital) of all speakers

Intended participants

Consultants

Training Grades

Specialty Doctors

Other - please specify

Discipline of intended participants

Plastic Surgery

Dentistry

Maxillo-facial Surgery

Dermatology

General Practitioners

Aesthetic Nursing

Other – please specify

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CPD Credit Application Form *continued*

Aesthetic Procedures

- Breast
- Face
- Body
- Neck

- Botox and Dermal fillers
- Energy devices
- Hair Transplant

Event objectives

- Theoretical knowledge
- Practical Skills
- Other – please specify

Stated learning objectives of the event

Specific skills / knowledge participants will gain from the event

Teaching methods (tick as appropriate):

- Lectures / talks
- Tutorials
- Demonstrations
- Practicals
- Workshops
- Discussion groups
- MCQ
- Other - please specify

How will the educational methods used achieve the stated learning objectives?

What supporting materials are available to aid learning?

How does the event encourage participants 'reflective learning'?

Delegate Feedback

What feedback processes will be used?

Stakeholder involvement

List the names and bodies represented and their role in planning / developing the event / educational material.

Development

Describe how the educational content is based on current published evidence and free from unjustifiable claims or bias.

Sponsorship

Have you received any sponsorship for the event? If yes – please state sponsoring body in the box below.

No Yes

Conflicts of Interest

Please declare any potential conflicts of interest of individuals involved in developing and / or presenting / delivering the event.

Please attach a copy of the Programme and course evaluation materials along with the completed form to :

BAAPS Secretariat

info@baaps.org.uk

Organisers of CPD approved meetings are required:

- a) To keep a record of the names of those who attended. This record should be kept for a minimum of eight years.
- b) To provide attendance certificates to participants who require them – with CPD ref included.

Award of CPD :

1. If an event is approved for CME/CPD, it will be awarded a number of CPD hours, based on the duration of the activity as follows:
one hour of educational content = one hour of CPD
2. Once the application is assessed by the panel, a notification email will be sent with the details of the fees and mode of payment.