

Continuing Competence Program Policy

Original Approve: CMA Council September 23, 2021

Last Updated: CMA Council April 18, 2024

Date for Next Review: April 2026



Purpose

The College of Midwives of Alberta (CMA) Competence Committee oversees the Continuing Competence Program (CCP) for CMA registrants according to the CMA *Standard of Practice 3: Continuing Competence*. *Bill 46 of the HPA (2023)* has enabled **continuing competence** programs to be placed in regulatory standards of practice. The mandate of the Competence Committee is to ensure that registrants maintain currency in knowledge, skill, and clinical judgment and to ensure high **standards** for the profession of midwifery and for midwives as **Primary Care Providers**. Through completion of these requirements, registrants will promote values of lifelong learning, reflective practice, a **quality improvement** approach and **continuing competence**.

Meeting the CCP obligations is an important way to maintain the public's trust in midwifery practice.

Scope

This policy applies to all midwives on the General and Provisional Register with the CMA.

Definitions

Client: a person or persons who contracts with the midwife or a midwifery group for the professional services of midwifery care. **Client** also includes the newborn infant of the person who enters into the contract for midwifery services.

Competence Assessment: continuing education components for CMA registrants designed to maintain currency in registrant knowledge, skills and judgement.

Competencies: the *Alberta Competencies for Midwives (2021)*, and the *Canadian Competencies for Midwives (2021) and Appendix (2024)*

Continuing Competence: the ongoing ability to apply knowledge, skills, judgement and personal attributes to practice ethically and safely in a designated role and setting. This is

demonstrated periodically through portfolios, exams and other measures that help the CMA determine if a registrant has remained competent.

Continuing Professional Development Activity (CPD): An activity that maintains or improves a midwife's knowledge, skills, and judgment as related to the practice of midwifery.

Peer Case Review: an adult learning approach of reflecting on a clinical experience and receiving feedback from midwifery colleagues.

Primary Care Provider (PCP): A regulated health care professional who is the initial access point to the health care system. PCP's diagnose and manage a health condition, provide non-emergent treatment of a health issue or injury, and offer health care or wellness advice and programs. Depending on the circumstances, a PCP may provide emergency measures as indicated, within their knowledge and skills, until more expert health care can be obtained.

Quality Improvement: A systematic, formal approach to the analysis of practice performance and efforts to improve practice.

Standard: A norm/uniform reference point that describes the required level of achievement or performance.

Policy

The CMA **Continuing Competence** Program includes two components:

1. Compulsory Self-directed Professional Development Activities and
2. **Competence Assessments**

Successful CMA Annual Practice Permit Renewal is contingent upon registrant completion of both components. It is the responsibility of applicable registrants to navigate, participate and complete all aspects of the CMA **Continuing Competence** Program, including all required compulsory components and **competence assessments** established by the CMA.

Information related to registrant participation in the **Continuing Competence** Program is confidential.

Continuing Competence Program Components

1. Compulsory Self-directed Professional Development Activities

These activities are aimed at ongoing professional development and education for life-long learning.

Compulsory Self-directed Professional Development activities include:

- a. **Continuing Professional Development Activities (CPD Activities)**, as part of the Self-Directed Professional Development Plan.
- b. **Peer Case Reviews**, and
- c. **Client** Evaluation of Midwifery Care

Each is explained more fully below:

a. **Continuing Professional Development Activities (CPD Activities)**

CPD Activities are an essential component within registrant Self-Directed Professional Development Plans. The CMA has identified a wide range of educational activities that registrants can consider using for their **CPD Activities**, eg. roles of preceptors, mentors and supervisors, clinic practice activities, workshop/in service attendance, and article reviews. Please see the *Compulsory Self-Directed Activities Policy* for a list of suggested activities to achieve the Professional Development Plan learning objectives.

The Self-Directed Professional Development Plan will be used by registrants to create their yearly learning plans and is available in each registrant's portal on the CMA website under the **Continuing Competence** and Registration Requirements form. The steps listed below outline the Plan.

The Self-Directed Professional Development Plan is a three-step process as detailed in the *Compulsory Self-directed Activities Policy*.

Step 1: Reflection of Current Practice

The reflection process will focus on areas of current midwifery practice that registrants want to enhance, using any of the CMA reference documents: eg. *CMA Standards of Practice (2022)*, *Alberta Competencies for Midwives (2021)*, *CMA Code of Ethics (2019)* or other registrant-identified resources. Registrants will reflect on risks and supports to their current competence, in order to determine which areas they need/want to develop.

Step 2: Creation of Professional Development Plan and Selection of **CPD Activities**

Based on the reflection process, the Self-Directed Professional Development Plan will contain registrant-identified **learning needs**, corresponding midwifery practice references, aligned learning objectives and planned **CPD Activities**. The Self-Directed Professional Development Plan will be undertaken during the upcoming registration year to achieve the objectives.

Step 3: Self-Evaluation of Completed Professional Development Plan

A self-evaluation process is undertaken related to how the Self-Directed Professional Development Plan components were achieved over the previous year. For details, please see the *Compulsory Self-Directed Activities Policy*.

b. Peer Case Review

The purpose of a **peer case review** is to identify opportunities for individual and inter-professional development. **Peer case reviews** will be performed four (4) times per year. Registrants participating are from at least two midwifery practices and consist of at least three people per session. The reviews can be done in person or via teleconference/video conference, as per the *Peer Case Review Policy*.

c. Client Evaluation of Midwifery Care

Client Evaluation of Care Forms are provided by the CMA to midwifery practices/registrants to obtain feedback about their care from their **clients**. Evaluation forms to choose from include: a general form, evaluations in six languages and also one form used for perinatal loss. Midwifery practices and registrants review returned **client** evaluations at intervals throughout the year and consider how they could improve their care. See the *Client Evaluation of Midwifery Care Policy*.

2. Competence Assessments

These components focus on **continuing competence** for **primary care providers**. There are two **competence assessment** components involved:

- a. Regularly-scheduled **competence assessments** and
- b. Focussed **competence assessments**

a. Regularly Scheduled Competence Assessments

The CCP requires General and Provisional registrants and all new applicants with the CMA, to successfully complete CMA-approved certificate courses in Neonatal Resuscitation (NRP), Obstetric Emergencies (OE), Cardiopulmonary Resuscitation (CPR), and Fetal Health Surveillance (FHS). These are completed at key intervals for certification or recertification.

Registrants are to report their **competence assessments** in their CMA registrant profile at time of completion and reference them at CMA Annual Renewal. Completed certificates are uploaded in each registrant's online portal.

NOTE: Current certificates are required for Renewal.

Please refer to the specific certificate courses outlined below for more requirement details.

Compulsory Assessment Course	NRP - Neonatal Resuscitation	CPR – Cardio-Pulmonary Resuscitation	Obstetrical Emergencies	FHS -Fetal Health Surveillance
Frequency of Certification	Annual	Every two years	Every two years	Every two years
Minimum Required Standard for Registrants by Organization (CMA has adopted these)	#1 module/online course successful completion within 1 month prior to #2 In-person course attendance and successful completion -In-person Course meets or exceeds the Canadian Pediatric Society's (CPS) national guidelines and NPR Chapters 1-11.	One of the following: #1 module/online course successful completion Must include adult and infant components #2 -In-person (preferred), virtual or online successful completion -Basic Life Support for Health Care Providers - Level C Must include adult and infant components	#1 module/online course successful completion within 3 months prior to #2 In-person course attendance and successful completion Content must include Six (6) key Skills: -Hemorrhage (ante, intra and postpartum) -Abnormal fetal heart rate -Cord prolapse -Shoulder dystocia -Undiagnosed breech -Undiagnosed twins	#1 module/online course successful completion within 60 days prior to #2 In-person interprofessional course (preferred) or virtual workshop attendance and successful completion
CMA Approved Courses	Canadian NPR written evaluation and an in-person course taught by a certified Canadian Pediatric Society - NRP Instructor	Heart and Stroke Foundation(H&S) of Canada – Level C -Any Course equivalent to Level C requirements	-SOGC Advances in Labour and Risk Management (ALARM) -CFPC Advances in Life Support in Obstetrics (ALSO) -AOM Emergency Skills written exam and Workshop (ESW) -UBC CPD Midwifery Emergency Skills Program (MESP)	-UBC Fundamentals of Fetal Health Surveillance Online Course and Exam and -Alberta <u>Refresher</u> FHS Education Workshop (virtual 90 minutes) on My Learning Link or -Midwifery Education Program <u>Initial</u>

			online course and in-person skills session -SOGC MORE OB Core Team Member verification of registrant online logbook -chapters completed and skills in the above minimum standard areas, via emergency drills and skills workshops.	Fundamentals of Fetal Health Surveillance (8 hour course) Through the National FHS Steering Committee
Registrants are required to Upload Documents for CMA	Instructor-signed In-person course card yearly	Instructor-Signed course completion card- within last two years	Instructor-Signed In-person course card within last two years, except MORE OB; see Core Team verification above	Instructor-Signed In-person or virtual course completion within last two years
Instructor requirements	-Current instructor certification (valid for three years)	-Current (yearly) instructor certification	-Current ESW MESP ALARM ALSO instructor certification (valid for two years) -Proof of being a current MORE OB Core Team Member	Current instructor certification (valid for three years)
Instructors are required to Upload Documents for CMA	Current NRP Instructor card - Proof of teaching one NRP Course in the last year (download from Canadian Pediatric Society site)	Current Instructor certificate -Proof of teaching one CPR Course in the last year (print pdf from Heart & Stroke website)	**Six key skills above are required** Current Instructor card or certificate -Proof of teaching each of the six skills listed above in the last two years (download course(s) taught	Current Instructor certificate or card -Proof of teaching three FHS Courses (any combo of initial and/or refresher) in the last three years (download from Canadian FHS Instructor portal)

			with each organization)	
--	--	--	-------------------------	--

b. Focussed **Competence Assessments**

The CMA may require registrants or categories of registrants to complete CMA-selected **competence assessments** from time to time. These assessments are designed for registrants to reflect on a range of **competencies** and/or *Standards of Practice* and then determine where additional education, skills, experience, and/or competence is needed. There can also be self-directed reflection, planning and self-evaluation components involved. Examples include but are not limited to completion of:

- CMA Restricted Activities Survey

- Competence** self-assessments on initial registration and periodically throughout career
- Objective Structured Competence Evaluations (OSCE)

- Alberta Health mandated education: requirements for all health profession registrants
- New evidence-based practices

- Specific education sessions, modules, learning opportunities

- Individualized **quality improvement** requirements for **continuing competence** on Advanced Practice Activities or if enrolled on the CMA Alternate Practice Program.
- Practice Visits, file reviews, interviews, and any other evaluations.

Each year the CMA Competence Committee will consider which, if any, focussed **competence assessments** will be completed by registrants during Renewal.

Completion, Documentation of Continuing Competence Program Components

The required type and amount of Compulsory Self-directed Activities: **CPD Activities**, Self-Directed Professional Development Plans, **Peer Case Reviews** and **Client** Evaluation of Midwifery Care components will be completed by Renewal every year (October 31).

The **competence assessments**, specifically the regularly-scheduled certificate renewals, and any CMA-directed focussed **competence assessments** will also be updated or completed by Renewal every year (October 31).

Documents related to meeting the **Continuing Competence** Program requirements will be kept by registrants and on the CMA registrant portal and will be retained for five (5) years. Declarations of completion are included on the CMA registrant portal.

As part of the CMA **quality improvement** approach, registrants participate in a **continuing competence** audit if required, as a random selection of registrants are drawn for review every year. In addition, other specific situations may initiate an audit as per the *CMA Competence*

Program Audit Policy. The *CMA Standard of Practice 3: Continuing Competence* and the *Continuing Competence Audit Policy* state that registrants must comply with directions imposed in accordance with *regulations (HPA s.51(5) (b) (ii) and Regulations 22-24)*. Registrants will, upon request, provide evidence of having met the requirements of the **Continuing Competence Program** through the audit process.

Registrants will also undertake any remediation in response to direction from the Competence Committee in accordance with *section 40(1) of the HPA*.

The Competence Committee has authority to recommend and enforce a wide range of activities and conditions, including cancelation of a practice permit and/or referral to the Complaints Director if registrants:

1. do not complete the **continuing competence** requirements
2. provide false or misleading information
3. may be considered incapacitated
4. have incomplete records
5. have unsatisfactory results from a **competence assessment**
6. fail to comply with either a direction or a condition imposed, or
7. have displayed conduct that constitutes unprofessional conduct not remedied by means of a **continuing competence** program.

For assistance regarding this policy, please contact CMA: info@albertamidwives.org

References

Canadian Midwifery Regulators Council. (2021). *Canadian Competencies for Midwives and Appendix (2024)*.

College of Midwives of Alberta. (2021). *Alberta Competencies for Midwives*.

College of Midwives of Alberta. (2022). *Standards of Practice for Registered Midwives in Alberta*.

College of Midwives of Alberta. (2024) *Standards of Practice: Standard 3: Continuing Competence*

Government of Alberta. (2000). *Health Professions Act. S. 40(1)*.

Government of Alberta. (2023). *Health Professions Act. Bill 46 S. 51*

Related CMA Policies and Documents

Advanced Practice Activities Policy. (2024, draft)

Alternate Practice Program. (2024, draft)

Client Evaluation of Midwifery Care Policy. (2023)
Continuing Competence Audit Policy. (2024 draft)
Compulsory Self-Directed Activities Policy. (2021)
Peer Case Review Policy.

Approved by CMA Council



Council Chair
College of Midwives of Alberta

April 18, 2024

Date