



CPD in Focus

May 2025

The updated **Mainpro+® Certification Standards** launched on the new CERT+ platform **December 16, 2024**. In the more than five months since launch, the teams have been furiously working to respond to your inquiries in a timely manner and working to improve the platform.

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Certificates of Attendance

All CPD providers **must** provide participants with certificates of attendance. The certificate of attendance must include the following:

1. Participant's full name
2. Activity Title
3. CPD provider name
4. Activity date
5. Activity location
6. CERT+ session ID number (this must be nine digits; e.g., 123456-000)
7. Updated certification statement with total credits (e.g., This activity has been certified by the [College of Family Physicians of Canada] for up to [insert # of credits] Mainpro+® [Certified Activity or Certified Assessment Activity] credits.)
8. If offered in Quebec, the signature of the CPD physician organization representative

Participant certificates of attendance **must** use the full certification statements provided in [Administrative Standard 2.8](#); the shorter marketing statements cannot be used for this purpose.

Why do certificates matter?

If information within the certificate is inaccurate, our members are unable to easily find or claim credits. They get frustrated spending time searching and eventually must contact the Mainpro+ team who then reach out to us. It wastes time and leaves a bad impression for all.

Direct Credit Entry (DCE) Option

The Mainpro+ team is excited to share that they've created a new Direct Credit Entry (DCE) platform that will make it easier for you to offer direct credit entry to your members for the courses that you offer.

Our web-based dashboard on the CERT+ platform will upload credits automatically, which means your participants will get their credits faster. Plus, it offers a more personalized experience for you, where you can view your history and manage your account.

The new DCE tool will also make it easier for you as a provider. It will give you more access to the DCE process, help shorten lead times, and give you more visibility into the process every step of the way!

For more information or to book a training session, contact us at dce@cfpc.ca or 1-800-387-6197 ext. 243.

Adding Sessions

All CPD providers must submit at least one session for their activity. The only change since launching the updated certification standards is that sessions with for-profit involvement are no longer required to undergo ethical review. Sessions remain an important way of recording information about different instances tied to an activity. For example, the different dates of a webinar or in-person series, breakdown of hospital rounds, etc.

Evaluation Form Updates

A question allowing participants to assess for bias remains mandatory. However, providers are now able to pose the question in a way that makes sense for their activity. In addition, evaluations must now also include the following:

- An activity's effectiveness (format, design, facilitators)
- Participants' self-reported change in knowledge or ability to do
- Participants' confidence in achieving learning objectives

[Please see the CFPC's Sample Evaluation.](#)

Helpful Tips

Make sure the [three-step disclosure deck](#) you submit is not a template but is updated and includes the financial disclosure (external support received or not) and a well-thought-out bias mitigation strategy. [Learn more about identifying and managing conflicts.](#)

To determine whether an activity is national or provincial/territorial, consider your target audience. Will you be proactively marketing the program outside your province or territory? If not, then you will answer yes to the following question: "Is this program being marketed to a single province/territory?" If you will be actively inviting people from outside your province or territory, you will need to select no.

Make sure that your certification statements have been updated within the certificate of attendance and the invitations.

When entering the minimum required CFPC Planning Committee Member representative, make sure that the email you enter is the one tied to their membership.

Defining Application Status

Application status

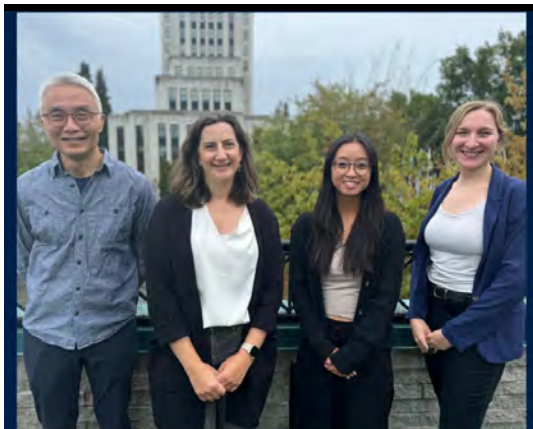
- Assignment in progress: The program has been successfully submitted and pending screening.
- Screening in progress: An administrator from the College is screening the program and may need more information. Please monitor the application.
- Needs more information: The College has questions or needs updates accordingly. Please update documentation as requested.
- Peer review in progress: The program has been sent to the reviewer(s). They may request changes. Please monitor the application.
- Peer review changes required: Changes have been requested from reviewer(s).

Session status

Note: Any session entered into CERT+ before December 16, 2024, will use old terminology.

- Complete: Old platform terminology for sessions where the start and end dates are in the past.
- Submitted: Old platform terminology for sessions that were submitted but did not require ethical review.
- Approved: Old platform terminology for sessions that were successfully ethically reviewed.
- In progress: The session has not been submitted and will not appear to members.
- Active: The session has been submitted and has not yet occurred.
- Expired: The session was submitted; however, the start and end dates are now in the past.

2024 CFPC CPD Program Award Recipient



Medical Director of IMG Programs, Dr. Steven Yau, Program Manager, Charlotte Humphries, Research Assistant, Madison Estrella and Education Manager, Steph Din attend the 2024 CFPC Family Medicine Forum (FMF).

Congratulations to the **BC Physician Integration Program (BC-PIP)** on receiving the 2024 CFPC Continuing Professional Development (CPD) Program Award.

This award recognizes a Mainpro+ certified educational program that has provided an exceptional learning experience to either practising or practice-eligible CFPC members.

The University of British Columbia (UBC) CPD-run program received award in recognition of providing exceptional learning experiences to practicing or practice-eligible CFPC members.

The BC-PIP supports the transition of practice-eligible international medical graduates (IMGs) from the provisional registry to full licensure to practice medicine in British Columbia.

CPD Provider Survey

CERT+ wants to better understand your needs as CPD providers. We want to identify barriers you encounter and get your feedback on ways we can improve. **The survey should take less than 10 minutes of your time.**

Next CPD In Focus Webinars

Save the date(s) below and join the CERT+ team to ask questions about the updated standards, new platform, etc. Feel free to share your questions in advance by email to **certplus@cfpc.ca**.

- In English on Wednesday, June 18th, at 3:00 p.m. (ET)
Register: https://cfpc.zoom.us/webinar/register/WN_KbkrPZdORHaNS47fqjJsWQ
- In French on Thursday, June 19th, at 1:00 p.m. (ET)
Register: https://cfpc.zoom.us/webinar/register/WN_O_4gPBEJR2mjpCpjQNuqBQ

After registering, you will receive a confirmation email containing information about joining the webinar.

Contact Us

Need more information?

Email: **certplus@cfpc.ca**

Certification team phone line: **1 866 242-5885**

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