# ACLM’s CPD Program – Annual Submission – FORM

* Only ACLM Fellows and Members (including Honorary Life Fellows) are required to submit CPD evidence
* Record activities for 1 January to 31 December each year (annual)
* Submit this form to [cpd@legalmedicine.com.au](mailto:cpd@legalmedicine.com.au) by 31 March each year for the previous year’s cycle

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| **Your Name:** | *Required* |
| **CPD Year:** | *Required* |
| **CPD Home:** | *Required for medical practitioners only* |

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| **Requirement #1: Evidence of completion of CPD requirements with your CPD home or equivalent** |
| Attach a digital download or scanned copy of your:  Australian medical practitioners: CPD home certificate of completion for completed period  or  Australian dentists: Last CPD cycle certificate of completion  or  Overseas members: Similar evidence showing CPD completion to maintain your practicing registration with your relevant licensing authority |

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| **Requirement #2: Evidence of at least 5 hours of completed CPD activity relevant to legal and/or forensic medicine** | | | | |
| **Type of CPD Activity** | ***Examples*** | **Your Activity:**  **Name, Date, Description** | **Hours claimed** | **Evidence attached** |
| Courses, Conferences, Educational programs, Workshops, Webinars, Podcasts | * *ACLM Annual Scientific Meeting* * *All ACLM short courses* * *ACLM Webinars* * *ACLM Officially Supported External Events* * *Bond Uni Medical Negligence Microcredential* * *Relevant events by other providers* |  |  | Certificate of attendance  The program (unless an ACLM event) |
| Presentations, Lectures, Teaching sessions | * *Teaching on ACLM courses* * *University or Hospital teaching on legal or forensic subjects* * *ACLM Presentations* |  |  | Certificate of attendance or letter of invitation  The program (unless an ACLM event) |
| Publications,  Literature reviews | * *Peer reviewed papers* * *Journal articles* * *ACLM Newsletter articles (approved for publishing)* |  |  | Title or copy of publication  Log of hours and activity |
| ACLM related work | * *Council work / meetings* * *Committee work / meetings* * *Educational materials review* |  |  | Correspondence from organiser  Log of hours |
| Expert evidence work | * *Medico-legal report preparation and writing* * *Preparing for and giving evidence in court* |  |  | Correspondence from report requester (de-identified)  Log of hours and activity |
| Professional reading | * *Journal of Law and Medicine reading* * *Case study reading* |  |  | Diary showing reading articles including title, duration and date read |
| Supervising, Mentoring, Peer review | * *Peer review of a report* * *Peer review of relevant article* * *Supervision of colleague* |  |  | Correspondence from organiser  Log of hours  Outcome statement |
| Other |  |  |  |  |