

SOUTH AFRICAN NURSING COUNCIL

ROLES AND RESPONSIBILITIES OF CONTINUING PROFESSIONAL DEVELOPMENT (CPD) EVALUATION STRUCTURES



South African Nursing Council
Regulating nursing, advocating for the public

TABLE OF CONTENTS

1. GLOSSARY	3
2. PURPOSE.....	4
3. SCOPE	4
4. ROLES AND RESPONSIBILITIES OF CPD EVALUATION STRUCTURES	4
4.1. ROLE OF THE CPD SECTION	4
4.2. ROLE OF THE CPD COMMITTEE	4
4.3. ROLE OF THE LAWS, PRACTICE AND STANDARDS COMMITTEE	5
4.4. ROLE OF THE COUNCIL	5

1. GLOSSARY

CPD: A purposeful, statutory process whereby practitioners registered with SANC, engage in learning activities/events/programmes to maintain and improve their knowledge, skills, attitudes and professional integrity in order to keep up to date with new science, innovation and health care developments, and to practise safely, ethically, competently, and legally within their evolving scope of practice.

CPD activity/event/programme/: An individual or group of learning activities that has been recognised by SANC approved CPD evaluators to create opportunities for practitioners to gain knowledge, develop skills and shape their attitudes in order to maintain high professional standards.

CPD evaluators: The SANC CPD Committee which may have to co-opt relevant expertise on an adhoc basis as and when deemed necessary.

CPD Provider: Organisation/institution recognised by the SANC to provide CPD activities/events/programmes according to criteria defined in Section 12 of the CPD Framework.

CPD recognition standards/guidelines: Statements or directives describing the qualities, responsibilities and expected levels of performance of an accredited CPD activity/event/ programme.

Recognition: Formal acknowledgement that an organisation/institution/health establishment has been recognised as a CPD Provider by the SANC CPD evaluators.

South African Nursing Council (SANC): The Council established in terms of Section 2 of the Nursing Act, 2005 (*Act No 33 of 2005*).

2. PURPOSE

The purpose of this document is to outline roles and responsibilities of the South African Nursing Council (SANC) Continuing Professional Development (CPD) evaluation structures.

3. SCOPE

The scope is applicable to:

- 3.1 All health and nursing related structures.
- 3.2 Entities that may be accredited by other authorities to offer non-health and non-nursing activities/events/programmes.
- 3.3 The SANC CPD Committee.

4. ROLES AND RESPONSIBILITIES OF CPD EVALUATION STRUCTURES

The SANC has established designated structures to facilitate the evaluation of applications from CPD Providers.

4.1. Role of the CPD section

The CPD section will be responsible for the following:

- 4.1.1. Receiving, acknowledging, and screening applications of CPD Providers.
- 4.1.2. Returning non-compliant applications.
- 4.1.3. Preparing and presenting the applications to the CPD Committee.
- 4.1.4. Inform the applicant about the outcome of the application

4.2. Role of the CPD Committee

The CPD Committee will be responsible for the following:

- 4.2.1. Reviewing the application (content) in accordance with the determined criteria and requirements.

- 4.2.2. Informing the applicant that in case of dissatisfaction with the decision, he/she has the right to appeal to the Council.
- 4.2.3. Allocating a CPD unique number to the applying institution/organisation upon approval.
- 4.2.4. Allocating the number of CPD points according to the complexity of the activity/ event/programme in line with provisions of the SANC-approved CPD Framework.
- 4.2.5. Making recommendations to Laws, Practice and Standard Committee and Council for approval

4.3. Role of the Laws, Practice and Standards Committee

The Laws, Practice and Standards Committee will be responsible for the following:

- 4.3.1. Approving/declining the application.
- 4.3.2. Submitting reports to Council.

4.4. Role of the Council

The Council will be responsible for the following:

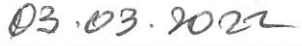
- 4.4.1. Endorsement of the reports.
- 4.4.2. Managing the appeals process.

REVISED ROLES AND RESPONSIBILITIES OF CPD EVALUATION STRUCTURES WAS APPROVED BY THE EXECUTIVE COMMITTEE OF COUNCIL ON 28 FEBRUARY 2022



MS S Mchunu

Registrar and CEO



Date