



WAYS TO EARN 20 CPE POINTS EACH FINANCIAL YEAR

ACTIVITY	CPE POINTS	EVIDENCE REQUIRED
ATMS Approved seminars / workshops / conferences	1 point per hour	Certificate of Attendance stating number of hours
ATMS Approved Webinars and Teleseminars	1 point per hour Extra point for short review	Certificate of Attendance stating number of hours Copy of review for extra point
Non-approved seminars / workshops / conferences	1 point per 2 hours	Certificate of Attendance stating number of hours Submission of a written learning summary will enable the member to claim one CPE point per 1 hour of attendance
Other Webinars and Teleseminars	1 point per 2 hours Extra point for short review	Certificate of Attendance stating number of hours Copy of review for extra point Submission of a written learning summary will enable the member to claim one CPE point per 1 hour of attendance
Staff Meeting or Participation in a local group of practitioners to enhance clinical competence	1 point per 2 hours Maximum of 8 points for this activity	Written evidence of participation by group leader including agenda and outline of sessions
Mentors / Mentees	1 point per 2 hours Maximum of 8 points for this activity	Mentors: Only eligible for Mentors who compile their own Mentoring Program. A copy of the Mentoring Program or a letter from the Clinic Manager confirming the Mentor compiled the activity Mentees: Letter from Mentor stating hours and topics covered during mentoring sessions
Completion of questions in designated articles in the Journal of the Australian Traditional-Medicine Society	1 point per article Maximum 3 points per issue	Evidence of completion of the questions
EBSCO CE Activities	1 point per activity	Evidence of completion of the activity
Free subscription to an electronic journal via the Internet related to clinical practice or business management of the clinic	1 point per subscription	Proof of subscription e.g. copy of table of contents
Research Consultants	1 point per 2 hours Maximum of 8 points for this activity	Evidence of reports, publications or where this is not possible, a letter from their supervisor advising of the research including topics and hours of research
Clinic Supervisors	1 point per hour Maximum of 8 points for this activity	Letter from employer, college or other educational institution
Lecturers and Presenters of short courses, seminars, workshop, webinars, teleseminars and conferences	1 point per presentation hour Maximum of 8 points for this activity	Only eligible for Lecturers and Presenters who compile their own course, seminar etc. Proof of presentation, including notes of presentation. For Lecturers of short courses and workshops a letter from the educational institution stating that the lecturer compiled the activity
Volunteer work in natural medicine for a community based agency/project	1 point per 2 hours Maximum of 8 points for this activity	Written evidence of participation from organisation
Paid subscription to a peer reviewed journal related to clinical practice or business management of the clinic	2 points per subscription	Proof of subscription
Professional development through purchase of Apps, Technical Books, DVDs, CD-ROMs etc, or borrowed from a library	2 points per item Maximum of 10 points for this activity	Proof of purchase or loan of material from library as well as evidence of content
Publication of an article in a clinically relevant peer reviewed journal	5 points for 1-2 pages 10 points for 3 or more pages	Copy of article
ATMS website Bloggers who write an article of a minimum of 500 words (Blog articles need approval by the marketing committee)	5 points per blog Maximum 3 approved blogs per financial year	Evidence of the blog and the approval from the ATMS Marketing Committee
Author or joint author of a published book relating to natural medicine clinical practice	20 points per book	Copy of the book
Ongoing study / research in natural medicine, clinical practice or business management at Certificate IV, Diploma, Advanced Diploma, Bachelor, Graduate Diploma, Masters or PhD level	20 points per year while undertaking study	Evidence of enrolment and undertaking study in the relevant period

