Disclaimer: The following sample form is provided for illustrative and educational purposes only. It is created to show how PSP templates can be used to complete each step in the Practice Support Program.



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PRACTICE SUPPORT PROGRAM

Step 3: PROFESSIONAL DEVELOPMENT PLAN – Plan & Complete Activities (SAMPLE)

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|--|--|-----------------------------|--|---------|
| My Quality Assurance (QA) Cycle is from | May 1 | , 20 22 | to March 31, 20 | 25 |
| Identify and plan the details of your Develop advance. For example, register for specific of discussion group schedules; identify the self take some time to identify the most approprilikely to reach your learning outcomes. | courses/workshops early; or f-reading materials and whe iate learning activities but w | rganize and en to comple | set up meetings / pe te the reading. It can | er 1 |
| I plan to meet my learning objectives through the following activities: | | | | |
| Learning Activity 1: | | | | |
| I plan to take the course "Characteristics of association. | of effective patient record ma | anagement" | from the TCM | |

Information about the activity:

The TCM association ABC will offer a one-day "Characteristics of effective patient record management" online webinar course on December 5, 2023. The course includes presentations, group exercises, demonstrations, practice lessons, and evaluations. During the session, participants can discuss their specific practices and procedures, including record security, retention, and access.

Instructor Jane Smith is a registered TCM practitioner in British Columbia and received her bachelor's degree in Science from XYZ University. She has more than seven years of experience teaching patient record management.

Timeframe of the activity:

Learning objective(s) that this activity achieves:

December 5, 2023

Objective 1: Gain a deeper understanding of patient record security, retention, and access at the end of this QA cycle by studying CTCMA's Record-Keeping Practice Standard.

(Note: Make multiple copies of this page to fill in for your learning activities. While it might be difficult to fit many multiple-day workshops into your practice's schedule, take advantage of many short recurring learning activities to be completed within a QA cycle e.g., 1-hour weekly or monthly peer discussion sessions.)

Learning Activity 2:

I plan to schedule three 1-hour monthly TCM/A peer-group discussions on "Acupuncture and Auto Injury Rehabilitation."

Information about the activity:

The TCM/A monthly peer-group discussion will be held in person in May, June, and July 2023. The theme will be "Acupuncture and Auto Injury Rehabilitation." Each session will be held the first Sunday morning from 10-11 am.

The current confirmed group participants will be Joe Doe (R.AC), Erica Li (R.TCM.P), and Taylor Roe (Dr.TCM). Joe Doe will be the facilitator for the discussion, and Taylor Roe will be the mentor. Other interested TCM/A registrants are also welcome to join the peer-group sessions.

May Session: Acupuncture techniques for neck and shoulder injuries June Session: Acupuncture techniques for lower back and hip injuries

July Session: Acupuncture techniques for headache relief

Timeframe of the activity:



Learning objective(s) that this activity achieves:

May - July 2023

Objective 2:

My goal is to learn three new acupuncture protocols by the end of 2023 from practitioners with experience treating car accident injuries, in order to gain knowledge about current treatment information and resources.