



# WOMEN MEDICAL COLLEGE

## CONTINUING MEDICAL EDUCATION (CME) POLICY

Date: 4/10/2023

Continuing Medical Education (CME) is an integral part of professional development for healthcare practitioners. This policy outlines the guidelines and procedures for Continuing Medical Education at Women Medical College following the principles and framework established by Khyber Medical University's CME policy. The purpose of this policy is to ensure that healthcare professionals at WMC engage in ongoing learning and development to maintain and enhance their clinical knowledge, skills, and competence.

1. All the clinical departments in the affiliated hospitals of Women Medical College (Jinnah International Hospital Abbottabad / District Headquarters Hospital / Women & Children Hospital) are encouraged to organize CME activities in collaboration with the Department of Medical Education & Research (DME&R).
2. A schedule will be finalized before the start of an academic year involving all the clinical departments and DME&R. This will include name of the activity, facilitator, venue, time and date.
3. All CME activities must be scheduled according to the needs of the target audience.
4. Administrator of respective hospitals will ensure timely conduction of CME activities according to the yearly schedule.
5. Participants must maintain records of completed CME activities, including certificates of attendance and content covered which must be forwarded to the HR department for their personal file.
6. CME activities should be relevant to the participant's area of practice and contribute to their professional development.
7. Healthcare professionals will be required to participate in CME activities which will contribute to their performance appraisal.
8. DME&R will keep a record of participation.
9. Quality Enhancement Cell (QEC) is responsible to ensure the quality of the CME activities.
10. WMC will promote accessibility to CME activities, both within and outside the organization, to accommodate diverse learning needs.
11. Participants are encouraged to provide feedback on CME activities to help improve the quality of future programs.
12. QEC will ensure that CME activities align with the institution's strategic goals and the professional development needs of healthcare professionals.

*Principal*  
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