

## CONTINUOUS MEDICAL EDUCATION GUIDELINES

In compliance to the regulation Section 2 (d), 7 (8), 20 (14) of National Commission for Indian System of Medicine (Ethics and Registration) Regulations, 2023, CME is to be incorporated to secure credit points for renewal of registration. Medical Science is Dynamic and there is no end of learning for a doctor. This is essence the Concept of continuing medical education (CME). The main objective of CME is to upgrade knowledge and skill regularly and ensure compliance with existing guidelines by registered ISM Practitioners under NCISM Act, 2020 and IMCC Act, 1970. **This CME guideline provide a frame work for uniform, clear and structured CME modules for both in -person conferences and online webinar, electives as well as their implementation.** This CME guidelines will ensure adequate upgradation of knowledge along with the improved quality service of ISM Practitioners.

CME in the medical profession refers to the ongoing development of medical and non-medical competencies, including professionalism, interpersonal, managerial, and communication skills. CME training commences after the completion of basic medical education. It continues throughout each doctor's professional life. CME is learner-centered, self-assessment-based, and holistic in nature. CME recognizes the need for the healthcare professionals of ISM to develop all facets, which go beyond medical knowledge and skill; it includes effective communication, evaluation of emerging evidence, the practice of ethics, the application of law in healthcare, and an understanding of public health, health policy, and health economics.

- Continuous Medical Education (CME) credit points refer to the points allocated by the Board of Ethics and Registration NCISM to ISM Practitioners for attending CME programs, including Conference, Seminar, Workshop, Hands on Training, Publications in Peer Reviewed journals, Pub Med, indexed in Scopus and Web of Science, Registered Patent, Publication of Textbook, short courses including Fellowships & other programs authenticated by the Board of Ethics and Registration NCISM.

### Requirement.

S. No.	Registration / Renewal	Credit Point
1.	<b>Whose registration renewal is due on or before 28.02.2025</b>	Exempted from CME Credit Points
2.	<b>Whose registration renewal is due in between 01.03.2025 to 28.02.2026</b>	Shall obtain minimum 10 credit points for the purpose of renewal
3.	<b>Whose registration renewal is due in between 01.03.2026 to 28.02.2027</b>	Shall obtain minimum 20 credit points for the purpose of renewal
4.	<b>Whose registration renewal is due in between 01.03.2027 to 28.02.2028</b>	Shall obtain minimum 30 credit points for the purpose of renewal
5.	<b>Whose registration renewal is due in between 01.03.2028 to 28.02.2029</b>	Shall obtain minimum 40 credit points for the purpose of renewal

6.	<b>Whose registration renewal is due in between 01.03.2029 to 28.02.2030 and 2030 onwards.</b>	Shall obtain minimum 50 credit points for the purpose of renewal
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**Following rules of CME and modalities for Approval and Implementation: -**

**Who can organize CME**

- Board of Ethics and Registration, NCISM.
- State / UT ISM Councils after due approval from Board of Ethics and Registration.
- State level / National level, Organizations registered, audited and older than 10 years.
- Private institutions / Govt. institutions older than 25 years having highest NCISM rating.
- State / Central Government organizations.
- The organization should have all the requisite and demonstrated ability to plan and implement CME programs to cover the targeted group like General practitioners, & Specialists, Medical Teachers etc. of ISM and Experienced in organizing CME.

All National/State level organizations conducting CME programmes in India at present should approach the State ISM Councils / Board of Ethics and and Registration NCISM. On the receipt of such request State ISM Councils / Board shall consider the **following factors for being granting permission** for conducting CME programmes and shall award credit points:

- CME programmes meant for graduate should have a brief session on NCISM, Board of Ethics and Registration, Regulation 2023, National Health Programs on relevant subject along with adequate exposure to recent advances, changing modalities of treatment, adequate knowledge about consumer protection and medical insurance laws, record keeping and medical audit and to know initiatives in Ministry of AYUSH in General.
- The organizations should provide the schedule and transcripts of each C.M.E. activity.
- The transcript of each CME program must be relevant to updating the knowledge of the medical practitioners by way of latest medical advances, National Health Program, and the local needs of the Area/Zone/State.
- The resource personnel should be experienced enough in providing the CME programs.
- Organizations should make arrangement for advance publicity to the targeted group of participants.
- The organization should undertake to publish handouts, bring out a brief of each CME and also prepare a list of participants and sent it to Board of Ethics and Registration, NCISM immediately after the CME program.
- The methodology of feedback evaluation program should be intimated in advance.
- The organization should evaluate CME to indicate the benefits to participants by way of updating of knowledge, upgrading their ability and benefit to the patients.

**Note:** State Level means only state practitioners can participate, National Level means more than 5 / multiple states participate, International Level means resource persons / participants of more than 3 countries participants.

**Responsibility of hosting institution:**

- The discipline in which CME programs are to be conducted must be finalized by the host institution/organization at least three months in advance.
- Proposal for the CME, along with a tentative date and program plan, must be submitted to the State ISM Medical Council at least two months in advance.
- After receiving permission from Board of Ethics & Registration, National Commission for Indian System of Medicine, the host institution/organization is responsible for sending necessary invitations to both resource persons and participants, as well as publicizing the program to ISM practitioners in the state.
- If the CME is residential, the host institution/organization must bear the necessary arrangements for participants' accommodation.
- The host institution/organization must collect abstracts or manuscripts from all resource persons well in advance of the program.
- After the program, a detailed feedback report, including participant evaluations, must be sent to the State ISM Council and Board of Ethics & Registration, National Commission for Indian System of Medicine.
- After the CME program, the host institution/organization must submit actual bills (including GST) for expenses incurred in organizing the entire program to Board of Ethics & Registration, National Commission for Indian System of Medicine.

### **Responsibility of State ISM Councils**

- Forwarding the CME proposal for approval of Board of Ethics & Registration, National Commission for Indian System of Medicine.
- Interaction between the host institution/organization and the Board of Ethics & Registration, National Commission for Indian System of Medicine for CME program finalization, problem resolution, etc.
- To send official invitations for the Board of Ethics & Registration, National Commission for Indian System of Medicine. One observer from Board of Ethics and Registration, NCISM will have to attend the program.
- To send announcements well in time for wide publicity and maximum program participation.
- To collect the program proceedings, detailed program reports, and evaluation analysis from the CME hosting organization.
- To supervise issue of certificates of participation to present ISM doctors and resource person.
- The web portal of the Board of Ethics & Registration, National Commission for Indian System of Medicine, is to be used for conducting CMEs.
- The ISM Council shall also maintain a register of both online and offline data, listing the names of ISM doctors and their acquired credit points.
- To handle the large volume of work involved in approving institutions/organizations conducting CME programs, maintaining records of CME programs attended annually by registered medical practitioners, and coordinating with other State Medical Councils/Board of Ethics & Registration, National Commission for Indian System of Medicine, a separate section should be created within State ISM Councils.

- Foreign nationals or NRIs wishing to participate in a CME program must be registered medical practitioners in accordance with the rules governing the registration of ISM practitioners currently in force in the state/country.

### **Financial Assistance**

- Practitioners must pay prescribed CME fees to the Board of Ethics & Registration, National Commission for Indian System of Medicine. After coordinating with the State ISM Council, the Board of Ethics & Registration, National Commission for Indian System of Medicine will allocate funds to the concerned State ISM Council/Organization/Institution for organizing CMEs.
- Board may allocate funds in advance of 50% to 75% of the collected fund for particular CME or proposed expenditures to the organizer, in consultation with ISM Councils and concerned organization.
- The remaining payment to the organization will be paid after submitting actual bill including GST for expenses incurred organizing the entire program.
- **Furthermore, the State ISM Council can also provide financial assistance.**

**Note: It is the discretionary power of Board of Ethics and Registration, National Commission for Indian System of Medicine to decide the fees of every CME depending on relevance, quality and proposed outcome for the benefit of ISM practitioners.**

### **GUIDELINES FOR C.M.E APPROVAL**

1. Credit points to be awarded will be at the sole discretion of the Board of Ethics & Registration, National Commission for Indian System of Medicine and will depend on the subject matter, the speaker's status, and the quality of papers presented at the CME/Conference.
2. Any professional organization, body, or institution intending to hold CMEs should apply using the prescribed application form for the State ISM Council/Board of Ethics & Registration, National Commission for Indian System of Medicine. The application must be accompanied by the complete program of the CME/Conference, including the names, designations, and countries of the speakers, as well as the subject of each speech and proposed applicable fees. (Provided by prescribed format as Annexure)
3. In the application submitted to the State ISM Council/ Board of Ethics & Registration, National Commission for Indian System of Medicine, the organization, body, or institution intending to hold CMEs should specify the duration allotted to each speaker, along with their topic, for the granting of credit points.
4. After verifying the credentials of the organization and program details, the State ISM Council must forward the proposal to the Board of Ethics & Registration, National Commission for Indian System of Medicine, accompanied by a recommendation or rejection

report. State ISM Councils, Associations, or Organizations shall issue certificates to delegates who have attended the CME. Certificates should not be distributed on the first day during CME/Conference registration. They should be distributed or awarded only after the signature of the registrar, competent authority and observer of Board of Ethics and Registration, National Commission for Indian System of Medicine. Attending ISM doctors may also be given the option to download a soft copy of the certificate.

5. Associations/Organizations will be duty-bound to send the feedback of the delegates and a list of the delegates who attended the CME/Conference.
6. No CME attendance certificates will be issued prior to the completion of the CME, workshop, or conference.
7. One observer nominated by the Board of Ethics & Registration, National Commission for Indian System of Medicine and one observer nominated by the state ISM council will attend the CME as observers. Upon approval of the observers, CME-secured credit points will be credited to the practitioner's account. Practitioners can access their CME credit point through the portal.
8. If any certificate issued by the State ISM Council/organization is found to be false, it is subject to penalty/punishment under misconduct of the National Commission for Indian System of Medicine – Board of Ethics and Registration, Regulation 2023.

#### **GUIDLEINES FOR ISSUING CREDIT POINTS FOR CME/CONFERENCE**

Guidelines for issuing credit hours for Published Medical text book/chapter in text book/Research Papers in International & National Index Medical Journals and Participation in International Conference/ CME's/ Workshops.

<b>Sr. No</b>	<b>Activity</b>	<b>Credit Points</b>
1.	Guest Lecture of 60 minutes duration by foreign faculty of international repute	5 POINTS
2.	CME/Workshop/State/National conference of minimum 3 working hours Duration	5 POINTS
3.	CME/Workshop/State/National conference of minimum 6 working hours Duration.	10 POINTS
4.	International CME/Workshop/Conference of minimum 3 working hours Duration	10 POINTS
5.	International CME/Workshop/Conference of minimum 6 working hours Duration	20 POINTS
6.	Certificates obtained after studying Online Medical Education Module of minimum 3 working Hours to below 6 working Hours	5 POINTS

7.	Certificates obtained after studying Online Medical Education Module of 6 working Hours and Above	10 POINTS
8.	Guest Speaker /Resource Person in international Conference	10 POINTS
9.	Paper Presentation (Oral/Poster) in International Conferences.	10 POINTS
10.	Participation in International Conference as Delegate for half day CME/Workshop/Conferences	05 POINTS
11.	Participation in International Conference as Delegate for full day CME/Workshop/Conferences	10 POINTS
12.	Registered Patent	50 POINTS
13.	HPR Certificate	5 POINTS
14.	Elective	10 POINTS
15.	Author/Editor of Published Medical Text Book as per Scale of NCISM	50 POINTS
16.	Author of Chapter Published Medical Text Book	10 POINTS

<b>Sr. No</b>	<b>Paper Published in International Indexed Journal</b>	<b>Credit Points</b>
1.	Original Article	10 POINTS
2.	Case Report	10 POINTS

<b>Sr. No.</b>	<b>Papers Published in National Indexed Journals</b>	<b>Credit Points</b>
1	Original Article	10 POINTS
2	Case Report	10 POINTS

**Note: The credit point mentioned here are proposed tentatively, further it is the purview of Board of Ethics and Registration, National Commission for Indian System of Medicine to decide credit points during scrutiny of the CME proposal on real time basis, based on points like relevance, quality outcome, skill oriented and credibility of resource persons.**

- ISM practitioners who are unable to participate in CMEs, workshops, or conferences are encouraged to earn credit points through electives, which are online medical education modules.
- There is no age exemption for attending CME/Workshop/Conference.
- ISM practitioners should participate in CME and produce credit points and certificates at the time of renewal of their registration.
- Above 70 years are exempted from CME credit points.

**Electives**

- All elective modules, along with their respective guidelines, will be made available on the Board of Ethics & Registration, National Commission for Indian System of Medicine Portal from time to time.
- ISM practitioners have to select one elective per annum, which carries 10 credit points.

**Electives for CME Credit Point.**

With the changing times the way of learning is changing, all are preferring online mode of learning owing to the convenience, flexibility and to get the benefit of newer technologies. Considering the advantages of online learning electives are introduced for ISM practitioners to provide opportunity to practitioner to get clinical/surgical/treatment skills. They are exposed and oriented with various inter-disciplinary knowledge and skills for carrier advancements according to their interest. Moreover, also to secure CME credit points.

- The electives shall be conducted as online program.
- **Course-structure:** Course subject shall be in compliance with BoER, NCISM guidelines. The course content will be oriented towards advancement in the modality of treatment, research, technological advancement, clinical skills, treatment skills, update rules/regulations/Acts. And recent initiatives.
- Each elective subject shall be of 15 hours duration and divided in three modules each module shall have of 5hrs, 9hrs & 1hrs Each.

<b>Each Elective: Three Modules of 5hrs, 9hrs &amp; 1hrs Each.</b>				
Sr. No.	Component	Durations (Hours)		Credits
1.	Teaching by Video/Audio		05 Hours	10 credit point for attending program
2.	Video Demonstration / Practice / Guided Learning / Assignment		09 Hours	

3.	Assessment		01Hours	
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- **Course-duration:** 12 months, (01 year, one should complete elective within 12 months from the date of registration for program.)
- Elective shall be evaluated interns of attendance and assessment, on the basis of evaluation credit points are allotted. Practitioner can earn maximum 10 credit points by completing 15 hours Elective Module Program.
- Assessment shall be conducted at the end each Program.
- List of Elective subject shall be made available for all including ASUS practitioners.
- Practitioners may opt one time only one elective as per their choice from specified list.
- Apart from one mandatory elective for about 12 months, the practitioners have freedom to choose and additional electives as per their interest, to have advanced skills and knowledge. But only one program for 12 months is considered for credits.
- Course Co-Ordinator shall mean the institution / organization /expert ASUS physician / Surgeon with which MoUs done with NCISM. These are given task of developing and delivering electives modules and program.
- Online elective programs shall be made available on Board of Ethics and Registration platform with the Identified Course Co-Ordinator.
- The BoER, NCISM shall notify to the ASUS Practitioners on 1<sup>st</sup> January 2025 to 28<sup>th</sup> February 2025 every year, the list of online learning electives going to be offered.
- It shall be ensured that the adequate facilities should be there with course Co-Ordinator.
- The Course Co-Ordinator / Institute must designate a facilitator to guide the students to out the course and to facilitate / conduct demonstration sessions / other required facilities.
- The Course Co-Ordinator / Institute shall be responsible for evaluating ASUS practitioners who have registered for the program. Evaluation should be based on pre-defined norms and parameters in discussion with BoER, NCISM.
- After conduct of assessment BoER, NCISM / Course Co-Ordinator / allot credits as per evaluation scheme announced.
- A separate online certificate shall be generated for each elective mentioning credits, regarding successful completion of elective program certificate shall be signed by President, BoER and Co-ordinating institute is issued online mode.
- Further after completion of program and getting certificate, 10 credit points will be allocated to practitioner's credit bank account. No any authority / institution / organization shall refuse CME credit points for elective courses earned through BoER, NCISM.
- Later he may go for another online elective program /if wants



- The Board of Ethics and Registration, NCISM shall constitute standing committee to resolve any issues that may arise in the implementation of elective programs for ASUS practitioners.

Course ID	Discipline	Elective Course Name	Course Co-Ordinator/Institute	Duration	Enrollment Start Date	Enrollment End Date	UG/PG	Login

**Tentative timelines – 1st March 2025 to 28<sup>th</sup> February 2026**

<b>Tentative timelines – 1st March 2025 to 28<sup>th</sup> February 2026</b>	
Event	12 months (01year)
Start of Course	1 <sup>st</sup> March 2025
End Course	28 <sup>th</sup> February 2026
Open enrollment to course	1 <sup>st</sup> January 2025
Close enrollment to course	28 <sup>th</sup> February 2025

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