



Maintenance of Credentials Guidelines

The objectives of Maintenance of Credentials (MOC) requirements are to allow the individual to reflect on their personal knowledge and performance, commit to a process of improvement and re-evaluation, and promote engagement within their professional organisation. The overall result is to improve quality of the profession, which can be externally promoted and align with accrediting body requirements.

The MOC requirements will apply to all Members and Fellows who are awarded their qualifications from 2020 onwards. Existing Members may choose to participate in MOC on a voluntary basis. Compulsory MOC will be introduced for all Fellows from 2022, including retrospective inclusion. It should be noted that all members retain their post-nominals regardless of MOC status as long as they remain financial members.

MOC requirements consist of a designated number of hours per 5-year period which can be achieved through relevant practice in the discipline, ongoing learning and active involvement in the College.

At the end of each 5-year period, each Member and Fellow must have met the MOC criteria to demonstrate that they have maintained their credentials or their Membership / Fellowship will be categorised as inactive. It is important to note that active / inactive status is not linked to general or specialist registration in Australia or New Zealand, however the AVBC will be notified if Fellows lapse in their active status.

PRO-RATA REDUCTION IN REQUIREMENTS

If Members / Fellows have been out of the workforce or working part-time (i.e. working < 100% but > 50%) during the five years under review due to life factors (for example, but not limited to, illness, parental / carer responsibilities, mental health), then the amount required will be adjusted pro-rata. If Members / Fellows have been out of the workforce for > 50% of the preceding 5 years, then application to the College should be made detailing the relevant circumstances, including when the member intends to return to their discipline activity.

FAILURE TO MEET MOC REQUIREMENTS

If a Member / Fellow cannot submit accreditation for two consecutive periods (i.e. total 10 years), then that Member / Fellow will need to undertake re-certification to maintain their active membership status.

IMPLEMENTATION AND AUDIT

The College will provide the framework and resources to enable Members to document activities which comprise the MOC requirements. As part of this process, automatic reminders of progression will be available and random audits will occur at the end of each 5-year period.

POLICY

The following pages document the MOC requirements for Members (page 2) and Fellows (page 4). Procedures proposed for failure to meet MOC requirements are documented on page 5.

MAINTENANCE OF CREDENTIALS FOR MEMBERS

Requirements to be achieved within a 5-year period, with EACH of THREE (3) criteria being addressed. For those Members holding qualifications in more than one discipline, they will be requested to select ONE (1) area of qualification to fulfil MOC requirements.

CRITERIA 1: Relevant practice in discipline – select one (1) category or nominate a percentage division between the 2 categories

CATEGORY	ACTIVITY	REQUIREMENTS	DOCUMENTATION
1. Clinical subject areas	Involvement in cases or relevant procedures in the area of qualification	100 cases per year*	Biannual electronic activity log ¹
2. Non-clinical subject areas, consultancy, academia and/or research	Hours of work in the area of qualification	500 hours per year**	Biannual electronic activity log ¹

* Equivalent to 2.2 cases per week during 46 weeks of the year

** Equivalent to 10.9 hours per week during 46 weeks of the year

¹ The College will provide the framework and resources to enable Members to document activities which comprise the MOC requirements.

CRITERIA 2: Ongoing learning in discipline – 200 hours per 5-year period in any of the following categories with a minimum requirement for 50 hours of structured CPD

CATEGORY	ACTIVITY	DETAILS	DOCUMENTATION
Certified CPD	Courses, conferences and seminars conducted by professional educational providers	1 hour per hour of attendance 50 HOURS MINIMUM OVER 5 YEARS	Course attendance documents or travel documentation, if applicable
Unstructured learning	Reading of books and journals related to the chosen subject	150 hours maximum per 5 years	Electronic activity log recording date and number of hours
Publication	Publication of an original scientific article in a peer-reviewed journal	75 hours per article or chapter for any author	PDF of entire article or scan of page(s) of manuscript to include title, authors, and journal citation if published, or acceptance letter if not yet in print
	Publication of a peer-reviewed case report, book chapter or continuing education article.	50 hours per article or chapter for any author	
Presentations	Presentation or seminars at veterinary educational events related to the chosen subject	10 hours per hour of delivery	Copy of presenter contract or presentation or travel documents, if applicable
Manuscript review	Review of a journal (through the peer-review process)	5 hours per article	Email from journal editor acknowledging completed review (stating title of manuscript and date of review submission)

ANZCVS Examiner	Fellowship	60 hours per year	Provision of subject name and year of examination
	Membership	30 hours per year	
Mentor	ANZCVS Membership candidate	10 hours per year	Provision of candidate name and subject / program
	Resident supervisor	40 hours per resident per year, with a 150-hour maximum per 5 years	
	Masters or PhD candidate supervisor	40 hours per resident per year, with a 150-hour maximum per 5 years	
Board membership	Membership of an editorial or advisory board	30 hours per year per board, with a 90-hour maximum per 5 years	Scan of page(s) acknowledging editorial contribution (annual) OR letter acknowledging service as editor / advisor

CRITERIA 3: Active involvement in College / Chapter – during each 5-year period, fulfilment of ONE (1) of the following

ANZCVS College Science Week conference attendance
ANZCVS College or Chapter AGM participation ²
Service on Chapter / College executive (including Science Week organiser), subject standards or examination committees
ANZCVS examiner, candidate mentor / supervisor or examination observer
Attendance at ANZCVS event or workshop

² To enable these requirements to be met by those Members with an international location, all College and Chapter AGMs will be made accessible by videoconferencing.

MAINTENANCE OF CREDENTIALS FOR FELLOWS

Requirements to be achieved within a 5-year period, with EACH of THREE (3) criteria being addressed.

CRITERIA 1: Relevant practice in discipline – select one (1) category or nominate a percentage division between the 2 categories

CATEGORY	ACTIVITY	REQUIREMENTS	DOCUMENTATION
Clinical subject areas	Working in the relevant area, or supervision of a resident / intern in the field, in cases or procedures in the area of qualification	250 cases per year*	Biannual electronic activity log ¹
Non-clinical subject areas, consultancy, academia and/or research	Hours of work in the area of qualification	1000 hours per year**	Biannual electronic activity log ¹

* Equivalent to 5.4 cases per week during 46 weeks of the year

** Equivalent to 21.7 hours per week during 46 weeks of the year

¹ The College will provide the framework and resources to enable Members to document activities which comprise the MOC requirements.

CRITERIA 2: Evidence of scholarship in area of qualification - 500 hours per 5-year period in any of the following categories.

CATEGORY	ACTIVITY	DETAILS	DOCUMENTATION
Certified CPD	Attendance at speciality level conferences in relevant discipline	1 hour per hour of attendance	Course attendance documents or travel documentation, if applicable. The suitability and categorisation of conferences will be determined by the relevant chapter.
	Attendance at non-veterinary meetings relevant to the area of qualification	0.5 hour per hour of attendance	
Unstructured learning	Reading of books and journals related to the chosen subject	300 hours maximum per 5 years	Electronic activity log recording date and number of hours
Publication	Publication of an original scientific article in a peer-reviewed journal	75 hours per article or chapter for any author	PDF of entire article or scan of page(s) of manuscript to include title, authors, and journal citation if published, or acceptance letter if not yet in print
	Publication of a peer-reviewed case report, book chapter, continuing education article or commissioned review	50 hours per article or chapter for any author	
Presentations	Presentation(s) related to the fellow's area of qualification at international or national congresses	10 hours per hour of delivery	Copy of presenter contract

	Presentation(s) at continuing education meetings or delivery of e-learning activities related to area of qualification	8 hours per hour of delivery	or presentation or travel documents, if applicable, or final program showing participation
	Oral abstract or poster presentation	4 hours per presentation	
Manuscript review	Review of a journal (through the peer-review process)	8 hours per article	Email from journal editor acknowledging completed review (stating title of manuscript and date of review submission)
ANZCVS Examiner	Fellowship	60 hours per year	Provision of subject name and year of examination
	Membership	30 hours per year	
Mentor	ANZCVS Membership candidate	10 hours per year	Provision of candidate name and subject / program
	Resident supervisor	40 hours per resident per year, with a 150-hour maximum per 5 years	
	Masters or PhD candidate supervisor	40 hours per resident per year, with a 150-hour maximum per 5 years	
Board membership	Membership of an editorial or advisory board	30 hours per year per board, with a 100-hour maximum per 5 years	Scan of page(s) acknowledging editorial contribution (annual) OR letter acknowledging service as editor / advisor

CRITERIA 3: Active involvement in College / Chapter – during each 5-year period, fulfilment of ONE (1) of the following

ONE (1) ANZCVS College Science Week conference attendance and College / Chapter AGM participation ²
Service on Chapter / College executive (including Science Week organiser), subject standards or examination committees
Service on Council, Board of Examiners, Finance Risk Committee or Appeals Committee
ANZCVS examiner, Fellowship candidate supervisor or examination observer
Attendance at ANZCVS event or workshop

² To enable these requirements to be met by those Members with an international location, all College and Chapter AGMs will be made accessible by videoconferencing.

FAILURE TO MEET MOC REQUIREMENTS

If a Member or Fellow cannot fulfil MOC requirements, they will be listed as inactive.

If a Member or Fellow is listed as inactive due to failure to complete one 5-year cycle of MOC requirements, they may become active again if they are able to complete the subsequent 5 years of MOC requirements.

If a Member or Fellow is unable to fulfil MOC requirements for two consecutive periods (i.e. total 10 years), then that member will need to undertake re-certification to re-attain active membership status. Recertification is proposed to consist of a submission by the Member / Fellow to a panel detailing the circumstances involved in the lack of fulfilment of MOC requirements and the current status of the individual's knowledge.