



Republic of the Philippines
Professional Regulation Commission
Manila



PROFESSIONAL REGULATORY BOARD OF MEDICAL TECHNOLOGY

Resolution No. 07
Series of 2018

OPERATIONAL GUIDELINES ON THE IMPLEMENTATION OF RA 10912,
OTHERWISE KNOWN AS "CONTINUING PROFESSIONAL DEVELOPMENT ACT
OF 2016" FOR MEDICAL TECHNOLOGISTS

WHEREAS, Section 11 of Republic Act (RA) No. 5527 or the Philippine Medical Technology Act of 1969 states that one of the functions and duties of the Professional Regulatory Board of Medical Technology (Board) is to look into the conditions affecting the practice of medical technology in the Philippines and, whenever necessary, adopt such measures as may be deemed proper for the maintenance of good ethics and standards in the practice of medical technology;

WHEREAS, under Section 15, Article IV of RA No. 10912, otherwise known as Continuing Professional Development Act of 2016, the Professional Regulatory Boards are given the authority to prescribe their own requirements or procedures relating to the CPD as may be pertinent and applicable to their respective professions, **PROVIDED**, that the same does not contravene any of the provisions of RA No. 10912 and its Implementing Rules and Regulations (IRR);

WHEREAS, after series of consultative meetings with the stakeholders, it was agreed that the policies, procedures and guidelines for the implementation of the CPD Program for Medical Technologists shall be formulated and operationalized;

NOW THEREFORE, the Board hereby **RESOLVED**, as it now **RESOLVES**, to formulate its own Operational Guidelines of the CPD Program in accordance with the provisions of R.A. 10912 and its IRR as follows:

Section 1. Date/s of Regular Meeting/s. – The CPD Council under the supervision of the Board, is hereby mandated under this Resolution to meet every 4th Thursday of the month for the purpose of evaluating the applications for accreditation as CPD provider, program, self-directed and/or lifelong learning and other CPD related matters. The CPD Council, however, has the option to move the scheduled meeting a week before or after for a justifiable reason and upon issuance of a notice.

Section 2. Additional Qualifications of CPD Providers. – in addition to the set of qualifications of CPD Providers provided in Resolution No. 1032, Series of 2017, otherwise known as the Implementing Rules and Regulations of Republic Act No. 10912, applicants for accreditation as CPD Providers for Medical Technology shall show that:

2.1. Local Provider

2.1.1. Sole Proprietor

- A. Must be a registered medical technologist with an updated Professional Identification Card (PIC)

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Resolving Officer - Assistant Secretary

2.1.2. Firm/Partnership/Corporation

A. Partnership: One of the partners is a registered medical technologist with an updated PIC.

B. Corporation: Fifty percent (50%) of the incorporators of corporation should be registered medical technologists with updated PICs and that one of its purpose is to organize and provide CPD activities for medical technologists.

However, this requirement will not apply if the CPD activities are conducted as part of its Human Resources Development plans and program to deliver quality service (e.g., hospitals).

2.2. Foreign Provider – same as the Local Provider

Section 3. List of additional requirements for accreditation of CPD Provider. –The list of documentary requirements for accreditation of CPD Local and Foreign Provider as provided in Resolution No. 1032, Series of 2017, shall also include, but not be limited to the following:

3.1. Local Provider

3.1.1. Sole Proprietor

- A. Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program
- B. Mechanics in the conduct of evaluation

3.1.2. Firm/Partnership/Corporation

- A. Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program
- B. Mechanics in the conduct of evaluation

3.1.3. Government Institutions/Agencies

- A. Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program
- B. Mechanics in the conduct of evaluation

3.2. Foreign Provider – same as the Local Provider

Copies of the Application Form for accreditation as CPD Provider is hereto attached as Annexes "A" and "B", respectively.

Section 4. List of additional requirements for accreditation for CPD Program. -The list of documentary requirements for accreditation of CPD Program as provided in Resolution No. 1032, Series of 2017, shall also include, but not be limited to the following:

4.1. Major Area of CPD Activity (i.e., Ethics, Standards of Professional Practice, Enhancement of Professional Practice and Technical Competence, Environmental Factors Affecting the Profession)

4.2. Learning Objectives (i.e., including the following components – audience, behavior, standard and condition)

The following is an example of learning objective:

After attending the workshop¹, the participant medical technologist² will correctly³ conduct⁴ the processing and microscopic examination of fecal specimens for detection of parasites.

¹Condition ²Intended Audience ³Standard ⁴Behavior

4.3. Type/Category of CPD activity if for the Enhancement of Professional Practice and Technical Competence

The Council shall use as reference, the Dreyfus Model of Skill Acquisition, the basis of the Centers for Disease Control and Prevention (CDC) Competency Guidelines for Public Health Laboratory Professionals of 2015. The following proficiency tiers and definitions shall be adopted in categorizing CPD activity leading towards career progression and specialization.

Proficiency Tier*	Definition
Beginner	One who can demonstrate an elementary level of performance. Beginners might have gained enough classroom or on-the-job training to note (or to have pointed out to them by a mentor) recurring principles and themes but might not yet be able to apply them consistently. The beginner might have sufficient subject matter knowledge, but has limited experiential knowledge needed to perform a task, behavior, or function without frequent guidance or oversight.
Competent	One who has been in the same or similar job and who begins to see their actions within the context of the laboratory's long-range goals and plans. The competent laboratory scientist is developing knowledge and experience to recognize a situation in terms of overall picture or in terms of which aspects are most salient or most important. The competent worker has the necessary ability to cope with and address many contingencies of laboratory operations, as this person has a feeling of adequacy and is able to perform a task, behavior, or function with a high degree of independence.
Proficient	One who understands situations as a whole and perceives their meaning in terms of the laboratory's mission and long-term goals. The proficient person learns from experience what typical events to expect in a given situation and how plans need to be modified in response to these events. The proficient laboratory scientist uses established principles to manage the many contingencies of laboratory operations and has developed sufficient mastery to integrate or design a new task, behavior, or function.
Expert	One with substantial experience and knowledge, has an intuitive grasp of situations and focuses on the root of the problem. The expert operates from a deep understanding of the total situation and integrates system thinking, collaborative relationships, and the resources at their disposal to achieve the laboratory's mission. The expert laboratory scientist has acquired

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	mastery to design new strategies, policies, tasks, behaviors, and functions that support quality operations.
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**Tiers do not correspond directly to grade levels or job titles.*

- 4.4. A summarized professional profile of the speakers(s) using the prescribed form, *Profile of CPD Speaker(s)*, shall be included in addition to the individual resume of the speaker(s) (Annex "C").
- 4.5. The additional required information for program accreditation, is the *Particulars of CPD Program Applied For Accreditation* (Annex "D").
- 4.6. Accredited CPD Providers may apply for CPD units on behalf of a group of professionals for other CPD Activities generally categorized as Self-Directed, if the activities are organized or facilitated by the Accredited CPD Providers (e.g., program/training module development, socio-civic activities, out-of-the-country conferences organized by associations/organizations with official linkage with the APO or the institution).
 - 4.6.1. The required program application period shall apply (i.e., 45 days prior to the activity).
 - 4.6.2. Issuance of Certificate of Attendance/Participation will be made after the activity, and after the completion report is submitted to the CPD Council.

Section 5. Credit Units. – Assignment of credit unit shall use the Matrix of CPD Activities as provided in Resolution No. 1032, Series of 2017 as reference. Generally, a maximum of one (1) credit unit per hour of activity may be given.

51. Full credits units are given for attendance and completion of assessment.
 - 5.1.1. Certificate of Attendance: 50% of the full credit units is given for attendance/participation.
 - 5.1.2. Certificate of Completion: Full credit units is given for attendance/participation and completion of the pre- and post-test.
- 5.2. Programs under the Professional Track (e.g., conference, workshop) may be given a maximum of twenty (20) credit units only for an activity of three (3) or more days.
- 5.3. Certificates of Attendance/Completion of CPD activities under the Professional Track or Other CPD Activities issued to participants by the Accredited CPD Providers shall include the corresponding CPD units.
- 5.4. Programs under the Academic Track (i.e., Master's or Doctorate Degree or equivalent) may be given credit units as the specific course is completed, the sum total of which shall not exceed the allowable full credit units for the compliance period upon completion of the degree.

Section 6. List of additional activities for Self-Directed and/or Lifelong Learning. The following CPD activities may also be applied for under self-directed and/or lifelong learning track:

ACTIVITY	DOCUMENTS TO BE SUBMITTED IN SUPPORT TO THE APPLICATION	CREDIT UNITS
Electronic or online <ul style="list-style-type: none"> • Courses • Webinars • Tutorials 	<ul style="list-style-type: none"> • Description of the activity – to include organizer, objectives or learning objectives (if available), target participants 	To be assessed by the CPD Council following the general guideline as stated in Section 4.







	<ul style="list-style-type: none"> • Proof of on-line registration • Proof of on-line participation 	
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- 6.1. Starting 2020, application for credit units of self-directed and/or lifelong learning must be submitted within sixty (60) days from completion of the activity.
- 6.2. The Council, through the CPD Secretariat, shall validate the CPD activity applied for credit units.

Section 7. CPD Provider Completion Report. –The list of documentary requirements for the submission of Completion Report as provided in Resolution No. 1032, Series of 2017 shall also include the following:

- 7.1. Summarized report of the evaluation of the effectiveness of the CPD Program
- 7.2 Plan of action based on the result of the evaluation

Section 8. Maximum Creditable Units for Self-Directed and/or Lifelong Learning. Starting 2020, the maximum creditable units for self-directed and/or lifelong learning are as follows:

- 8.1. Registered Medical Technologists (RMTs): 15
- 8.2. Medical Laboratory Technicians (MLTs): 10

This provision does not apply to professionals working overseas during the compliance period.

Section 9. Major Areas of Activities. – the CPD Activities shall be divided into four (4) major areas to ensure a comprehensive CPD during the compliance period. The corresponding required credit units per area are as follows:

MAJOR AREA	COVERAGE OF THE AREA(Includes the following but not limited to:)	%	CREDIT UNITS REQUIRED	
			RMTs	MLTs
Ethics	Profession's Code of Ethics and Its Applications, Regional/ International Ethics	18	8	5
Standards of Professional Practice	All related laws, rules and regulations, Administrative Orders of the Department of Health (DOH) and related agencies, Resolutions of the Professional Regulation Commission (PRC) and the Professional Regulatory Board of Medical Technology (PRBoMT)	27	12	8
Enhancement of Professional Practice and Technical Competence	Updates, Capacity and Credential Building	44	20	14

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Environmental Factors Affecting the Profession	Gender and Personality Development, Environment Concerns, Social Responsibility	11	5	3
TOTAL		100	45	30

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- 9.1. Compliance to the major areas of CPD activities shall be fully implemented on 2020.
- 9.2. During the transition period (2017 to 2019), compliance with the breakdown of CPD units per area will not be required for renewal of the PIC.

Section 10. Required CPD Credit Units in a Compliance Period.

- 10.1. The required credit units for renewal of the Professional Identification Card (PIC) per compliance period of three (3) years shall be as follows:
 - 10.1.1. Registered Medical Technologists (RMTs): 45
 - 10.1.2. Medical Laboratory Technicians (MLTs): 30
- 10.2. The implementation thereof shall be gradual in the following period:

YEAR OF RENEWAL	REQUIRED NUMBER OF CPD CREDIT UNITS	
	RMTs	MLTs
2018	30	20
2019 onwards	45	30

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- 10.3. Each professional should maintain a record of his/her CPD Record for presentation to PRC.
 - 10.3.1. Professionals renewing their PICs should provide a summary of CPD activities undertaken using the prescribed form, *Summary of CPD Activity For The Compliance Period*. (Annex "E").
 - 10.3.2. After validation of the information contained in the accomplished form, it should be given to the CPD Secretariat for encoding and data mining for research purposes and formulation of developmental plans and/or strategies to improve the implementation of the CPD Program for Medical Technology.

Section 11. CPD Monitors – In addition to the CPD Council and Members of the Board, the CPD Council shall solicit nominees from the accredited professional organization to serve as CPD Monitors, for endorsement of the Board for the approval of PRC.

- 11.1. The following may be nominated:
 - 11.1.1. Chair and Co-Chair(s) of the National Committee for Chapters

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11.1.2. Regional Directors for North Luzon, South Luzon, Visayas,
Northern Mindanao, and Southern Mindanao

11.1.2.1. Regional Directors officially designated as CPD Monitors
shall monitor only CPD Chapter activities not under
their immediate areas of responsibilities.

11.1.2.2. The Regional Directors may be designated as CPD
Monitors of CPD Program(s) of other CPD Accredited
Providers in their respective areas of responsibilities.

Section 12. CPD Providers – The Council shall encourage government and private
institutions to apply as CPD Providers.

12.1. The Council shall promote and support collaborative initiatives to widen and
increase the number of CPD activities, such as but not limited to
partnerships or joint CPD programs with other government or private
entities.

Section 11. Professionals Working Overseas. Medical Technologists working
overseas may take programs/seminars through the foreign chapters or affiliates of
accredited CPD Providers. They may also attend seminars/trainings conducted by non-
accredited CPD Providers and apply for credit unit/s with their respective CPD Councils
under Self-Directed and/or Lifelong Learning Track.

Section 13. Repealing Clause -All resolutions, Orders, Circulars, Issuances and parts
thereof which are inconsistent with this Resolution are hereby repealed or modified
accordingly.

Section 14. Effectivity -This Resolution shall take effect after fifteen (15) days following
its full and complete publication in the Official Gazette or in any major newspaper of
general circulation in the country.

Let copies hereof be furnished the U.P. Law Center, and Members of the CPD Council
for Medical Technologists.

Done in the City of Manila, this 16th day of April, 2018.


MARILYN A. CABAL-BARZA, MD
Chairperson


MARILYN R. ATIENZA
Member


MARIAN M. TANTINGCO
Member

Attested to:


Atty. LOVELIKA T. BAUTISTA
Chief, Secretariat to the Professional Regulatory Boards

OPERATIONAL GUIDELINES ON THE IMPLEMENTATION
OF RA 10912 OTHERWISE KNOWN AS "CONTINUING
PROFESSIONAL DEVELOPMENT ACT OF 2016"
FOR MEDICAL TECHNOLOGY

APPROVED BY:



TEOFILO S. PILANDO, JR.
Chairman



YOLANDA D. REYES
Commissioner



JOSE Y. CUETO, JR.
Commissioner

DATE OF PUBLICATION IN HE
PHILSTAR
OFFICIAL (GAZETTE): APR. 19, 2018
DATE OF EFFECTIVITY: MAY 05, 2018



Professional Regulation Commission

APPLICATION FOR ACCREDITATION AS CPD PROVIDER (LOCAL)

CPD Council for MEDICAL TECHNOLOGISTS
 New

 Renewal

Accreditation No. _____

Expiry Date _____

Part I. Personal / Corporate Information

Name of Provider: _____

Classification:

 Individual/Sole Proprietorship

 Firm/Partnership/Corporation

 Government Institution/Agency

Address: _____

Telephone No.: _____

Fax No.: _____

E-mail Address: _____

Website: _____

Contact Person: _____

Contact No.: _____

Part II. Acknowledgment

I HEREBY CERTIFY that the above information written by me are true and correct to the best of my knowledge and belief. I further authorize PRC and other agencies to investigate the authenticity of all the documents presented.

SUBSCRIBED AND SWORN to before me this _____ day of _____ 20__ at _____, affiant exhibited to me his/her valid government issued ID _____ issued at _____ on _____.

Signature Over Printed Name

Position

Date

(Notary Public)
Part III. Action Taken**Continuing Professional Development Section:**

Processed by: _____

Date: _____

Cash Division:

Amount: _____

O.R.No./Date: _____

Issued by: _____

Reviewed by:

Chief, Regulation Division
ACTION TAKEN BY THE CPD COUNCIL
 Approved

Accreditation No. _____

 Deferred pending compliance _____

 Disapproved due to _____

Chairperson

Member

Member

Date _____

PROCEDURE FOR ACCREDITATION AS CPD PROVIDER (LOCAL)

- Step 1. Secure Application Form at Window 15, 16, or 17 of the Registration Division, PRC-PICC, or at any of the Regional Offices, or download at PRC website (\).
- Step 2. Fill-out Application Form and comply the required documents. (Please provide one (1) set for receiving copy).
- Step 3. Proceed to Window 15, 16, or 17 of the Registration Division, PRC-PICC, or at any of the Regional Offices for evaluation and assessment.
- Step 4. Pay prescribed fee (in cash, Postal Money Order, Manager's Check, Bank Draft payable to Professional Regulation Commission) of Five Thousand Pesos (P 5,000.00).
- Step 5. Submit Application Form with attached supporting documents and photocopy of official receipt to Window 15, 16, or 17 of the Registration Division, PRC-PICC, or at any of the Regional Offices.
- Step 6. Verify your application after ___ days from time of submission by calling telephone numbers: 310-10-48 (PRC-Main)/810-84-15 (PRC-PICC), or email at prc.cpdsecretariat@gmail.com

CHECKLIST OF REQUIREMENTS**SUPPORTING DOCUMENTS**

Individual / Sole Proprietor	Firm / Partnership / Corporation	Government Institution/Agency
<input type="checkbox"/> Résumé must include: relevant Educational background, current employment, profession, principal area of professional work & No. of years in the practice of the regulated profession <input type="checkbox"/> Valid Professional Identification Card <input type="checkbox"/> Company Profile must include Mission, Vision, Core Values and if any, a list of previous training activities conducted <input type="checkbox"/> List and photographs of Training equipment and facilities <input type="checkbox"/> Instructional Design (one) <input type="checkbox"/> Annual plan of proposed CPD Activities <input type="checkbox"/> Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program <input type="checkbox"/> Mechanics in the conduct of evaluation <input type="checkbox"/> DTI Certificate of Registration (authenticated copy) <input type="checkbox"/> NBI Clearance (original) <input type="checkbox"/> BIR Certificate of Registration (authenticated copy) <input type="checkbox"/> Affidavit of Undertaking (CPDD-06)	<input type="checkbox"/> Company Profile must Include Mission, Vision, Core Values and if any, a list of previous training activities conducted <input type="checkbox"/> List of Officers with valid Professional ID Card (if Registered and Licensed Professional) <input type="checkbox"/> List and photographs of training equipment and facilities <input type="checkbox"/> Instructional Design (one) <input type="checkbox"/> Annual plan of proposed CPD Activities <input type="checkbox"/> Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program <input type="checkbox"/> Mechanics in the conduct of evaluation <input type="checkbox"/> Appointment paper from the managing partner authorizing the partner to manage CPD activities; or Board Resolution/Secretary Certificate of a Corporation authorizing an officer to manage CPD activities <input type="checkbox"/> SEC Certificate of Registration and Articles of Incorporation or Partnership and their respective By-laws (authenticated copy) <input type="checkbox"/> BIR Certificate of Registration (authenticated copy) <input type="checkbox"/> Affidavit of Undertaking (CPDD-06)	<input type="checkbox"/> Copy of charter or Republic Act establishing the agency <input type="checkbox"/> Instructional Design (one) <input type="checkbox"/> Annual plan of proposed CPD Activities <input type="checkbox"/> Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program <input type="checkbox"/> Mechanics in the conduct of evaluation <input type="checkbox"/> Office Order or its equivalent from the head of Agency appointing its officer to manage the CPD activities

Renewal

- List of CPD activities for the last 3 years
- List and photographs of training equipments and facilities
- Annual plan of proposed CPD Activities
- General Information Sheet for Corporation or Partnership
- Amended Articles of Incorporation or Partnership and their respective by-laws, if there are changes
- Appointment paper** from the managing partner authorizing the partner to manage CPD activities; or **Board Resolution/Secretary Certificate** of a Corporation authorizing an officer to manage CPD activities; or **Office Order or its equivalent** from the head of Agency appointing its officer to manage the CPD activities, if there are changes.
- Affidavit of Undertaking (CPDD-06)

Additional Requirements:

- Short brown envelope for the Certificate of Accreditation
- One set of metered documentary stamps worth Twenty-Five Pesos (P25.00) to be affixed to the Certificate of Accreditation. (Available at PRC Customer Service and PRC Regional Offices)
- Soft copy of the Application including supporting documents in PDF format saved in CD.
- Pre-paid pouch (preferably from Philpost) for applications filed in Regional Offices only.

Note:

- Representative/s filing application/s for accreditation and claiming the Certificate of Accreditation in behalf of the applicant must present a letter of authorization and valid identification cards of both the authorized signatory and the representative.
- The period for processing the application is 60 days.
- If additional requirement/s is/are needed, a period of 15 days is given to submit the same. Failure to comply within the period shall be construed as abandonment of application and the prescribed fee shall be forfeited in favor of the government.
- The Articles of Incorporation/Partnership shall include as one of its purposes the training and development of professionals; or in the case of commercial or industrial, provides for the training and development of its own professionals.

PROCEDURE FOR ACCREDITATION AS CPD PROVIDER (FOREIGN)

- Step 1. Secure Application Form at Window 15, 16, or 17 of the Registration Division, PRC-PICC, or at any of the Regional Offices, or download at PRC website (www.prc.gov.ph).
- Step 2. Fill-out Application Form and comply the required documents.
(Please provide one (1) set for receiving copy)
- Step 3. Proceed to Window 15, 16, or 17 of the Registration Division, PRC-PICC, or at any of the Regional Offices for evaluation and assessment.
- Step 4. Pay prescribed fee (in cash, Postal Money Order, Manager's Check, Bank Draft payable to Professional Regulation Commission) of Eight Thousand Pesos (P 8,000.00).
- Step 5. Submit Application Form with attached supporting documents and photocopy of official receipt to Window 15, 16, or 17 of the Registration Division, PRC-PICC, or at any of the Regional Offices.
- Step 6. Verify your application after ___ days from time of submission by calling telephone numbers: 310-10-48 (PRC-Main)/810-84-15 (PRC-PICC), or email at prc.cpdsecretariat@gmail.com

CHECKLIST OF REQUIREMENTS

SUPPORTING DOCUMENTS

Initial	Renewal
<input type="checkbox"/> Company Profile (must include Mission, Vision, Core Values and if any, a list of previous training activities conducted)	<input type="checkbox"/> List of CPD activities for the last 3 years
<input type="checkbox"/> List of Officers with current Professional ID Card (if applicable)	<input type="checkbox"/> List and photographs of training equipment and facilities
<input type="checkbox"/> List and photographs of training equipment and facilities	<input type="checkbox"/> Annual plan of proposed CPD Activities
<input type="checkbox"/> Instructional Design (one)	<input type="checkbox"/> Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program
<input type="checkbox"/> Annual plan of proposed CPD Activities	<input type="checkbox"/> Mechanics in the conduct of evaluation
<input type="checkbox"/> Copy of the Assessment/Evaluation Tool in measuring the effectiveness of the learning objectives of the CPD Program	<input type="checkbox"/> General Information Sheet for Corporation or Partnership or its equivalent
<input type="checkbox"/> Mechanics in the conduct of evaluation	<input type="checkbox"/> Amended Articles of Incorporation or Partnership and their respective by-laws or its equivalent, if there are changes
<input type="checkbox"/> Appointment paper from the managing partner authorizing the partner to manage CPD activities; or Board Resolution/Secretary Certificate of a Corporation authorizing an officer to manage CPD activities; or its equivalent	<input type="checkbox"/> Appointment paper from the managing partner authorizing the partner to manage CPD activities; or Board Resolution/Secretary Certificate of a Corporation authorizing an officer to manage CPD activities; or its equivalent; if there are changes
<input type="checkbox"/> Proof of Registration of its creation in the country/state of the applicant which must be duly authenticated by the Philippine Embassy/Consulate in the said country/state and accompanied by an official English translation thereof	<input type="checkbox"/> Affidavit of Undertaking (CPDD-06) subscribed and sworn before Philippine Embassy/Consulate in the country/state of the applicant
<input type="checkbox"/> Affidavit of Undertaking (CPDD-06) subscribed and sworn before Philippine Embassy/Consulate in the country/state of the applicant	

Additional Requirements

- Short brown envelope for the Certificate of Accreditation
- One set of metered documentary stamps worth Twenty-Five Pesos (P25.00) to be affixed to the Certificate of Accreditation. (Available at PRC Customer Service and PRC Regional Offices)
- Soft copy of the Application including supporting attachments in PDF format saved in CD.
- Pre-paid pouch (preferably from Philpost) for applications filed in Regional Offices only.

Note:

1. Representative/s filing application/s for accreditation and claiming the Certificate of Accreditation in behalf of the applicant must present a letter of authorization and valid identification cards of both the authorized signatory and the representative.
2. The period for processing the application is 60 days.
3. If additional requirement/s is/are needed, a period of 15 days is given to submit the same. Failure to comply within the period shall be construed as abandonment of application and the prescribed fee shall be forfeited in favor of the government.



PROFESSIONAL REGULATION COMMISSION
Professional Regulatory Board of Medical Technology



CONTINUING PROFESSIONAL DEVELOPMENT (CPD) COUNCIL FOR MEDICAL TECHNOLOGY

PROFILE OF CPD SPEAKER(S)

Annex C

Name of Accredited CPD Provider		CPD Activity	
Accreditation No.		Type/Category of CPD Activity <input type="checkbox"/> Beginner <input type="checkbox"/> Competent <input type="checkbox"/> Proficient <input type="checkbox"/> Expert	
Date(s) to be offered		Venue(s)	

Name * (Last, First, Middle)	Registered with PRC**			Validity Date of PIC Month- Date-Year	Education (Program)			Current and Past Affiliations (for the last 5 years)				
	No	Yes	Number		Under-graduate	Master's	Doctorate	Name of Institution	Position	Inclusive Period		

*Provide copy of resume. ** Provide copy of updated Professional Identification Card (PIC).

Prepared by:

Date:

Print name over signature



PROFESSIONAL REGULATION COMMISSION
Professional Regulatory Board of Medical Technology



CONTINUING PROFESSIONAL DEVELOPMENT (CPD) COUNCIL FOR MEDICAL TECHNOLOGY

PARTICULARS OF CPD PROGRAM APPLIED FOR ACCREDITATION

Annex D

Name of Accredited CPD Provider		CPD Activity *	
Accreditation No.		Type/Category of CPD Activity <input type="checkbox"/> Beginner <input type="checkbox"/> Competent <input type="checkbox"/> Proficient <input type="checkbox"/> Expert	
Date(s) to be offered		Venue(s)	

Topic(s)	Major Area (Please mark "X", where applicable.)				Duration (No. of Mins)	Learning Objectives **	Time Schedule	Name of Speaker	For the Council's Use (CU)
	Ethics	Stds of PP	Enh of PP&TC	Env Factors					

*Attach the Program. ** Attach copy of the Evaluation Tool.
Prepared by: _____ Date: _____

Print name over signature

