



Education Committee Occupational Therapists Board Mandatory CPD Scheme for registered OT

21 May 2026

Today's Objective

Gather Feedback from OT Registrants

Seek input and **opinions** from OT registrants regarding their perspectives on the proposal for implementing a mandatory Continuing Professional Development (CPD) scheme to ensure that it is practical, subject to approval of OT Board and Allied Health Professions Council.

House Rules

1. **Prohibition of Recording and Filming:**

Participants are strictly prohibited from recording the seminar in any form, including but not limited to screenshots, video recordings, or audio captures.

2. **Question Submission:**

Participants attending the seminar via Zoom Webinar are required to submit their questions exclusively through the Q&A Box. Any inquiries made through alternative means will not be acknowledged.

Common Questions in mind



- ▶ **Why do I need to have CPD as an OT?**
- ▶ **How many CPD points do I need to have, and by when?**
- ▶ **How can I obtain CPD points?**
- ▶ **Can I be exempted from the mandatory CPD scheme?**
- ▶ **How can I track the progress and report my CPD points?**
- ▶ **What will happen if I cannot fulfill CPD points by the end of practising certificate renewal?**

Q. Why do I need CPD as an OT?

► Policy Intent

Through CPD, OT registrants will be able to **keep pace with rapid advances** in OT profession in terms of **knowledge, skills and practical experience for the provision of professional service.**

► Direction of Allied Health Professions Council

- The Council accepted the recommendation of Report of Strategic Review on Healthcare Manpower Planning and Professional Development of 2017, and instructed all Boards to work out its implementation proposal of CPD.
- OP Board, PT Board, OT Board and RG Board have implemented mandatory CPD.
- MLT Board has been working on the details of turning the voluntary CPD to mandatory in the past few years.

► Legal Requirement

The legislative amendments to the Allied Health Professions Ordinance, Cap. 359 has stipulated that **the Board must not issue a practising certificate to the person unless the board is satisfied that the person has complied with the requirement regarding CPD** determined by the Council as applicable to the person.
(s.16 of Cap. 359)

CPD Assessment Cycle and Points Requirement

- ▶ The **validity period of the practicing certificate** has been changed from one year (HK\$435) to **three years** (HK\$540) under the Amendment Bills of Supplementary Medical Professions Ordinance, which was passed in July 2025.
- ▶ A CPD cycle spans **three calendar years**. The mandatory CPD scheme will run on a **three-year cycle, commencing on 1 July of the first year and ending on 30 June of the fourth year**. All registered OT, regardless of their registration status (i.e., which part of the Register they are listed in) or whether they reside in Hong Kong or overseas, are required to attain **45 CPD points** within each three-year cycle.

Q. How many CPD points do I need to have, and by when?

CPD point requirements in 3-year cycle

Group	End Date of Practising Certificate	Start Date of Practising Certificate	CPD Points required by end date of Practising Certificate	Approximate Duration for obtaining CPD points
A	30.6.2028	Between 25.7.2025 and 30.6.2026	30 Points	2 Years
B1	30.6.2029	Between 1.7.2026 and 31.12.2026	45 Points	> 2.5 Years
B2	30.6.2029	Between 1.1.2027 and 30.6.2027	30 Points	2.0 – 2.5 Years
C1	30.6.2030	Between 1.7.2027 and 31.12.2027	45 Points	> 2.5 Years
C2	30.6.2030	Between 1.1.2028 and 30.6.2028	30 Points	2.0 – 2.5 Years

Q. How could I obtain CPD points?

Categories of CPD Activities

1. Award Bearing Courses

2. Accredited Programs

3. Publications

4. Participation in Study Group

(Max 15 points per cycle)

5. Self-Study

6. Educational Activities

(Max 15 points per cycle)

(Max 9 points per cycle)

Scope of CPD Activities & Allocation of Points

Categories of CPD activities	Credit points for each activity
1. Award Bearing Courses	Equals to the number of contact hours^
2. Accredited Programs *	
Being speaker, either lecturing or presenting at OT or BP relevant accredited programs	Equals to the number of hours^ spent in lecturing or presenting multiplied by 4
* Maximum of 24 CPD credit points for a whole day program lasting for six hours or more	
• Maximum of 72 CPD credit points for a single program lasting for three days or more	
Being audience participant	
(1) OT relevant	Equals to the number of contact hours^
(2) BP relevant	Equals to the number of contact hours^ multiplied by 0.5
* For a whole day program lasting for 6 hours or more, the CPD credit point will be standardized at 6 for an OT relevant program and 3 for a BP relevant program	
* For a single program lasting for 3 days or more, the CPD credit point will be standardized at 18 for an OT relevant program and 9 for a BP relevant program	

3. Publications

(1) Indexed journals

- 1st, 2nd and corresponding author 30 for each author
- 3rd and the following authors Portion of 30 shared among the total number of the 3rd & others[#]

(2) ISBN publications and non-indexed journals

10 for each author

(3) Poster presentation or oral presentation or publications in proceedings at an accredited program or OT relevant overseas

2 for each author

(4) Other publications

2 for each author

4. Participation in Study Group *

1 for each study group meeting

* Maximum of 15 CPD credit points per cycle

(5 CPD credit points per year on average)

5. Self-Study *

1 for each self-study report

* Maximum of 15 CPD credit points per cycle

(5 CPD credit points per year on average)

6. Educational Activities *

1 for each activity lasting for

1 hour or more

*Maximum of 9 CPD credit points per cycle

(3 CPD credit points per year on average)

▶ To facilitate registrants to identify accredited CPD programme/ activity, the following will also be uploaded on OT Board website :-

▶ List of activities organized by 7 Accredited Programme Providers (APPs)

▶ List of CPD programmes not being provided by APPs

^ 30 or less than 30 minutes would be rounded up to 0.5 hour in calculation, e.g. 15 minutes would be rounded up to 0.5 hour & 45 minutes would be rounded up to 1 hour.

In case there are ONLY three authors, the 3rd author will be granted HALF of the allocated CPD credit points, i.e. 15 credit points. All calculation would be rounded up to an integer.

* Categories where the maximum credit points will be capped.

List of Accredited Programme Providers (APPs)

1. The Hospital Authority
2. The Hong Kong Polytechnic University
3. The Hong Kong Occupational Therapy Association
4. SAHK
5. Tung Wah College
6. Hong Kong Alzheimer's Disease Association
7. Heep Hong Society

CPD points v.s. Duration

Duration (Minutes)	CPD Points (OT-relevant accredited programs)	CPD Points (BP-relevant accredited programs)
0 – 59	0	0
60 - 74	1	0.5
75 – 104	1.5	1 (round up of 0.75)
105 – 120	2	1

Remarks: 30 or less than 30 minutes would be rounded up to 0.5 hour in calculation, e.g. 15 minutes would be rounded up to 0.5 hour & 45 minutes would be round up to 1 hour.

OT relevant: the number of contact hours

BP relevant: the number of contact hours multiplied by 0.5

Q. Can I be exempted from the Mandatory CPD Scheme?

- ◆ Exemption may be granted if you -
 - ▶ **could be certified to have a medical condition or other circumstances restricting your ability to discharge OT duties**, which the Board considers as acceptable reasons for exemptions from CPD (e.g. Prolonged Illness and Permanent Disability).
- ◆ A registrant should submit application of exemption to the OT Board for consideration on a case-by-case basis.

Q. How can I track the progress and report my CPD points?

- ▶ Registrants will be required to submit their CPD attainment every three years on the same occasion when they renew their practising certificate.
- ▶ The **Record Sheet of CPD Programs/Activities** attended will be available on the OT Board website. A table will be provided setting out the CPD years, in which OT registrants may record the CPD points obtained under Activity Categories 1 to 6.
- ▶ OT registrants are required to keep a record by themselves for **at least 7 years**, along with supporting evidence (e.g. certificates, letters, documents of attendance, or summary of self-study), as proof of having accumulated the required CPD points for the cycle.
- ▶ The OT Board may conduct **random check** to verify the CPD points reported by registrants.

CPD record in HKOTA



香港職業治療學會

Hong Kong Occupational Therapy Association

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Personal Particulars

Full Name Fong, Siu Lai
OT Registration Number OT100150
HKOTA Membership Number fsl-325-26
Period 1Jul2025-30Jun2026
Total CPD Points 64

CPD Records

#	Date	Course	Course Code	Organization	CPD Point
1	2026-05-08	Pre-Summit Workshop "The role of an OT in identifying and managing dementia"	HKOTA-O-00-26-0010	HKOTA	6
2	2025-12-09	Post-Conference Workshop 2: Certificate Training on Mastering Bayley-4: Clinical Application, Scoring, and Interpretation for Diverse Developmental Needs	HKOTA-O-08-25-0033	HKOTA	12

Q. What will happen if I cannot fulfill CPD points by the end of practising certificate renewal?

(i) Non-compliance That is Remediable

- ▶ An OT must have achieved **not less than two-thirds** of the required number of points for a cycle.

(ii) Non-compliance That Is Not Remediable

- ▶ An OT who has obtained **less than two-thirds** of the required number of points for a cycle **without acceptable reasons**, no practicing certificates will be issued.

Remediable Programme

Various remediable scenarios and the corresponding additional requirement

If a registrant achieves at least two-thirds of the required CPD points for a cycle but fails to attain the full CPD requirement, they are required to obtain the remaining points in the subsequent cycle.

CPD points attained in the 1 st Year	CPD points attained in the 2 nd Year	CPD points attained in the 3 rd Year	Additional CPD points required in the next cycle
10	10	10	15 (remaining pts)
20	15	0	10 (remaining pts)
40	0	0	5 (remaining pts)

- ▶ The remaining CPD points shall be obtained through participation in Category 2 CPD activities.
- ▶ The remedial programme shall be completed within the next cycle, as this shall be the final opportunity and no further extension will be granted.
- ▶ The OT who has failed to make remedy prescribed by the Board for the deficiency without acceptable reasons may then be regarded as a case of noncompliance that is not remediable.
- ▶ False reporting may constitute a criminal offence and may result in criminal liability.

Thank You