



المركز الوطني للعلاج الفيزيائي  
National Institute of Physiotherapy

## Professional Development Activity Compliance Form

### Provider's Information:

- Name: \_\_\_\_\_
- E-mail: \_\_\_\_\_
- Date: \_\_\_\_\_

### Activity Details:

- Title of Activity: \_\_\_\_\_

- Type of Activity (select one):

- ☐ Continuing Education Courses
- ☐ Symposium/Conferences
- ☐ Workshops/Seminars
- ☐ Degree Coursework
- ☐ Examinations/Assessments/Residencies/Fellowships
- ☐ Certificate Courses
- ☐ Online Courses
- ☐ DVDs/Videos

## **Standards Compliance:**

### **1. Administration**

#### 1.1 Criteria – Required:

- All professional development activities are conducted within the National Institute of Physiotherapy (NIP) with necessary resources.
- Documentation of the processes for development, administration, and assessment is provided.

### **2. Appropriate Language**

#### 2.1 Criteria – Required:

- Use of current terminology that does not show bias or cultural insensitivity.

- Please select Language(s) used in the activity:

- ☐ Arabic

- ☐ English

- ☐ French

### **3. Non-discriminatory**

#### 3.1 Criteria – Required:

☐ Activity is available to all appropriate participants without discrimination.

### **4. Copyright and Disclosure**

#### 4.1 Criteria – Required:

- Copyright permissions are identified for materials developed by others.
- Copyrights of materials authored by the developers or instructors are identified.
- Disclosure information regarding potential conflicts of interest and financial gain of participants is provided.

Notes:

## **5. Content**

5.1 Criteria – Required:

- ☐ Content is relevant to the targeted audience(s).

Target audience: \_\_\_\_\_

## **6. Instructor/Developer/Staff Qualifications**

6.1 Criteria – Required:

- List Provider's qualifications that align with activity objectives (attach a CV).

Notes:

## 7. Information and Materials

### 7.1 Criteria – Required:

- List clear and complete information about:

Activity format:

Content:

Provider biography:

Participant requirements:

## **8. Engagement**

8.1 Criteria – Required (Choose at least one):

- ☐ Opportunities for self-reflection and identification of growth opportunities.
- ☐ Informal opportunities for interaction and/or feedback.
- ☐ Opportunities to contribute to the profession's body of knowledge.

## **9. Evidence-Based Practice/Regulation of Practice**

9.1 Criteria – Required:

- Incorporation and promotion of evidence-based practice or current/proposed regulation of practice.
- References provided when appropriate.

9.2 Criteria – Added Value (Optional, if applicable):

- Case studies and discussion.
- Participants' case study presentations.
- Review of scientific evidence and regulatory documents.
- Critical analysis of different types of evidence.

Notes:

## 10. Objectives

### 10.1 Criteria – Required:

- Objectives reflect the focus of the activity and content.
- Objectives are at an appropriate level for the target participant.
- Documentation of how the activity enables participants to achieve the objectives.

Notes:

## 11. Assessment

### 11.1 Criteria – Required:

- Assessment methods are appropriate for the objectives.
- Reliability evidence for subjectively scored assessments is provided (if applicable).
- Reliability evidence for objectively scored assessments is provided.
- Standardized administration and scoring.

Notes:

## 12. Review and Evaluation by Participants

### 12.1 Criteria – Required:

Data collection from participants for activity improvement. Attach a form to be filled by the participants' evaluating the activity

Provider Signature: \_\_\_\_\_

Date: \_\_\_\_\_