

## 2020-21 CCP Audit

Each year, the Quality Assurance (QA) Committee audits the Continuing Competence Program (CCP) submissions from 20% of the membership. On April 1, 2021, seventy-nine (79) members were notified by email that they had been selected for the 2020-21 audit. Members selected for the audit were given until May 1, 2021 to submit supporting documents for all activities reported in their 2021 CCP submission through a new online format.

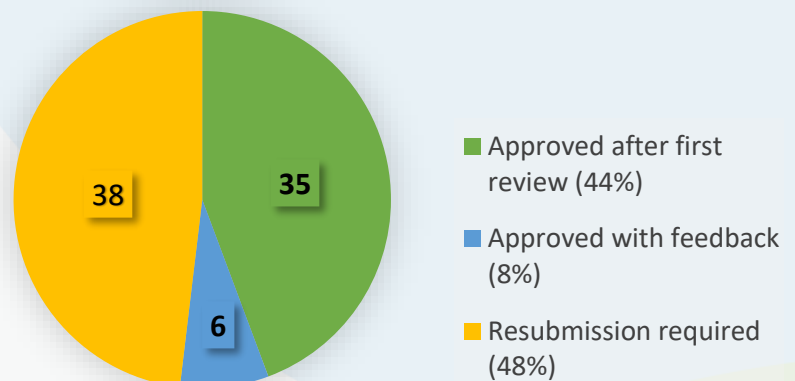
The QA Committee met virtually on May 9, 2021 to review the submissions for all members selected for the audit. Committee members evaluated the CCP submissions and supporting documents against the requirements set out in [Policy 8.1.2](#).

### Audit Results

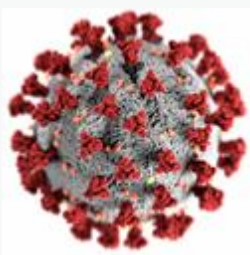


**Almost half (48%) of the CCP submissions audited required resubmission.**

### 79 Member Submissions Audited



### Impact of COVID-19



**Disruptions related to the COVID-19 pandemic (e.g. workplace disruptions; temporary redeployment; at home learning for kids) may have prevented some members from devoting sufficient care and time to their CCP learning activities and submissions. Several members who were required to resubmit acknowledged that they were not surprised because they had rushed to complete their 2020-21 CCP.**



## Clarifying the purpose and requirements of CCP

Many of the most common errors identified during the audit may be the result of members not fully understanding the purpose of the CCP and/or the specific requirements of the program. Common errors included:

- Poorly written goals – it was unclear what the member intended to learn;
- Learning activities which did not address the stated learning goal;
- The activity description and/or the self-reflection did not demonstrate how the learning was related to the member's dietetic practice;
- The desired outcome (e.g. a new policy on workplace harrassment; implementation of a nutrition screening tool; getting a new job) was listed as the learning goal, rather than what the member needed to learn in order to achieve the desired outcome (e.g. best practices in workplace investigations; nutrition screening tools, or specific knowledge and skills related to the nutrition related to the new job or area of practice).



## Changes for 2022-23 CCP

As a result of the audit, the following changes will be implemented for the 2022-23 CCP:

- The online CCP submission form has been updated to include a series of questions to assist members in creating their learning goal and completing their self-reflection; and
- A webinar is being prepared to provide more information about preparing learning goals and the CCP submission requirements.

