

## **Study Group Guidelines**

## What is a Study Group?

A study group consists of a group of Naturopathic Doctors (NDs) or other health professionals who meet on a regular or one-time basis to discuss a selected naturopathy-related topic. The objective of a study group is to enhance clinical, practice management, and communication skills.

Participation in a study group may be used towards your Category B continuing education credit requirements, provided that it meets the criteria outlined below. Study group meetings must be at least 2 hours in length. You may claim 1 Continuing Education Credit (CEC) for each study group meeting, even if the meeting lasts longer than 2 hours. No more than 9 CE credits for study group meetings are permitted within each three-year CE cycle.

## **Criteria for Study Groups**

- 1. Participation in a study group must be limited to between 3-8 NDs or health professionals, to allow for adequate participation and meaningful discussion.
- 2. At least one of the study group meeting participants should lead the discussion of the selected topic.
- 3. The discussion topic is relevant to the practice of naturopathic medicine in Ontario.
- 4. Study group meetings must be at least 2 hours in length.
- One (1) CE credit may be claimed for each study group meeting, up to a maximum of 9 CECs in any threeyear cycle.
- 6. Distance study groups, via teleconference or video conference are permitted.
- Online discussion forums, group email discussions, etc., may not be counted towards your CE credit requirement.

## **Proof of Attendance**

The following information must be retained in your professional portfolio in order to claim credits for participating in a study group:

- Date of meeting;
- Time of meeting;
- Duration;
- 1/2 page summary of the discussion; and
- List of participants in attendance.