



CONTINUING PROFESSIONAL DEVELOPMENT (CPD) COUNCIL OF PHARMACY  
Resolution No. **02**  
Series of 2021

**GUIDELINES ON THE EVALUATION AND GRANTING OF CPD CREDIT UNITS TO  
ACTIVITIES UNDER INFORMAL LEARNING AND PROFESSIONAL WORK  
EXPERIENCE INCLUDING ACTIVITIES UNDERTAKEN DURING THE STATE OF  
PUBLIC HEALTH EMERGENCY DUE TO COVID-19 CRISIS THAT MAY EARN CPD  
CREDIT UNITS**

**WHEREAS**, the Commission issued Resolution No.1208 (s.2019) or the “Guidelines on the Accreditation of Informal and Professional Work Experience”. Section 5 thereof states that the Continuing Professional Development (CPD) Councils shall determine the appropriate number of CPD credit units;

**WHEREAS**, the Commission issued Resolution No. 1240 (s. 2020) reiterating ways of learning that can earn CPD credit units particularly during the State of Public Health Emergency due to COVID-19 crisis;

**WHEREAS**, there is a need to issue guidelines on the evaluation and granting of CPD credit units to activities under Informal Learning and Professional Work Experience including activities undertaken during the State of Public Health Emergency due to COVID-19 crisis that may earn CPD credit units, in order to guide the professionals.

**NOW THEREFORE**, the CPD Council of Pharmacy **RESOLVES** to issue these guidelines on the evaluation and granting of CPD credit units to activities under Informal Learning and Professional Work Experience including activities undertaken during the State of Public Health Emergency due to COVID-19 crisis that may earn CPD credit units, as follows:

**Section 1. Informal Learning** – Refers to learning that occurs in daily life and which can contribute to a qualification. The parameters for the evaluation and granting of informal learning are as follows:

**Activities Undertaken During the State of Public Health Emergency Due to COVID-19 that may Earn CPD Credit Units:**

**For the Local and Overseas Filipino Pharmacists:**

ACTIVITY	DURATION	LEARNING OUTCOMES	APPLICABILITY	CPD CREDIT UNITS EARNED
		<i>By the end of the activity, the professional should be able to:</i>	<i>The professional can apply the information or experience gathered to:</i>	<i>Maximum of 30 % of the required CPD Credit Units for the renewal cycle and Documentary Requirement/s</i>

1. Developing New Skills and Interests such as in the area of - Information and Communication Technology - Self-care - Herbal Gardening	Variable	Summarize and apply the ideas learned through private study in subjects that interest the professional.  Demonstrate basic ICT skills such as the use of relevant computer applications  Demonstrate proficiency in conducting and participating in online video conferencing, data retrieval and dissemination using the internet	Apply modern ICT tools in daily life such as participation in online meetings and webinars, preparation of reference/presentation materials and dissemination of accurate information related to self-care during the pandemic  Apply urban gardening principles in cultivating medicinal plants	Not more than 5 CUs per activity with a maximum of 15 CUs  Requirement: • Certificate of Completion of Course Attended • Photographs and • Reflective essay of 150 to 200 words on what has been learned and applied
2. Applying Organizing and Communication Skills such as:  • Hosting Watch party or Online group activities  • Dissemination of materials thru Mass Media / Social Media	Variable	Identify relevant topics/ subjects for presentation/discussion in Watch Party  Acquire deeper insights on various topics with people of common interest	Host and participate in Online group activities  Create awareness and gathering of insights on relevant topics/subjects  Share reliable and accurate information	Not more than 5 CUs per activity with a maximum of 15 CUs  Requirement: • Photographs and • Reflective essay of 150 to 200 words on what has been learned and applied
3. Applying Management and Leadership principles in programs relevant to the existing public health emergency	Variable	Use management or leadership style that works for a given situation or group.	Apply a management or leadership style to a given situation or group such as in social responsibility activities and public health programs such as vaccination.	Not more than 5 CUs per activity with a maximum of 15 CUs  Requirement: • Photographs and • Reflective essay of 150 to 200 words on what has been learned and applied

4. Developing compassion through participation in various activities such as  - Taking care of a person who may be sick or challenged or with special needs focusing on their medication  - Participating in the Social Responsibility Programs	Variable	  Provide proper pharmaceutical care for individuals who may be sick or those the special needs.  Demonstrate ability to work in collaboration with other personnel involved in the various social responsibility programs	  Provide proper pharmaceutical care for individuals who may be sick or those the special needs when needed  Support in various social responsibility programs when available	Not more than 5 CUs per activity with a maximum of 15 CUs  Requirement: • Photographs and • Reflective essay of 150 to 200 words on what has been learned and applied
5. Other activities deemed relevant or could be given CPD credit units.	Variable			As may be approved by the CPD Council

**Section 2. - Professional Work Experience.** – Refers to any participation that the professional gains while working in a specific field and workplace.

The parameters for the evaluation and granting of credit units are as follows:

NEEDED COMPETENCY	ACTIVITIES OF PROFESSIONAL TO ACHIEVE NEEDED COMPETENCY	LEARNING OUTCOME/ RESULTING LEARNING	CREDIT UNITS EARNED AND DOCUMENTARY REQUIREMENTS
			<i>Maximum of 30% of the Required Credit units per renewal cycle</i>
1. Development of guidelines, manuals or other documentation of best practices in Pharmacy relevant to Covid-19	Critical appraisal of literature related to topic  Apply knowledge and skills in drafting a guidebook	Develop technical writing skills  Participate in the drafting of a guidebook that can be utilized as reference	Not more than 45 CUs per completed guideline or manuals with a maximum of 45 CUs per renewal period  Requirement: Copy of guideline and Manual

2. Technical Consultancy	Demonstrate a broad understanding of the nature and seriousness of the pandemic	Demonstrate ability to participate as a consultant in policy-decision activities, and strategic planning activities on Covid-19 issues	<p>Not more than 45 CUs per completed guideline or manuals with a maximum of 45 CUs per renewal period</p> <p>Appointment paper as a technical consultant</p>
3. Online medication consultation/counseling for patients and general public	Demonstrate consultation/counseling and communication skills	Practice online patient consultation/counseling through “Telehealth/telemedicine platform”	<p>3 CUs per compiled documentation of frequently counselled information with a maximum of 15 CU</p> <p>Certificate of service rendered / Certification (Template found in Annex “A” or “B” of Resolution No. 1239, s. 2020)</p>
4. Promotion of Health and Wellness programs	<p>Apply knowledge and skills in online/print health or drug information material</p> <p>Translate health/ drug information into a language that is understandable to target population</p> <p>Demonstrate technical writing skills to organize the health/ drug information</p> <p>Demonstrate counselling and communication skills</p> <p>Demonstrate appropriate use of Personal Protective Equipment (PPE) and practice of Personal Protective Behavior (PPB) to prevent infection.</p>	<p>Serve as a reliable source of health/ drug information and/or <b>self-care</b> through various fora and platforms</p> <p>Develop materials in Tagalog or other dialects in collaboration with other health workers</p> <p>Formulate and implement protocols to ensure security, safety and health of communities</p>	<p>3 CUs per program participated in with a maximum of 15 CUs</p> <p>3 CUs per material with a maximum of 15 CU</p> <p>Certificate of service rendered / Certification (Template found in Annex “A” or “B” of Resolution No. 1239, s. 2020)</p>

5. Other activities deemed relevant or could be given CPD credit units.			To be determined by the CPD Council upon submission of Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020)
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\* **Awarding of CPD Credit units.** The CPD Council shall:

1) Determine if the Informal Learning and Professional Work Experience applied for merits approval and 2) grant the appropriate number of CPD credit units. For purposes of earning CPD credit units, only Professional Work Experience for the last three (3) years from the date of application shall be accepted.


**Section 3. Certificate of Credit units earned** — Certificate of Credit units earned shall be issued upon approval of the CPD Council.

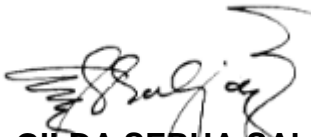
**Section 4. Repealing Clause** - All resolutions, memorandum orders or circulars and any issuances inconsistent with these guidelines are hereby repealed or modified accordingly.

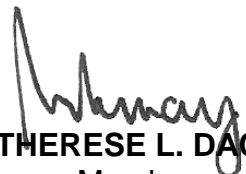
**Section 5. Effectivity** — This Resolution shall take effect immediately, copy furnished the U.P Law Center.

Done, this **8<sup>th</sup>** day of **October**, 2021 in Pasay City, Philippines.

CONTINUING PROFESSIONAL DEVELOPMENT COUNCIL OF PHARMACY


  
**ANTHONY ALDRIN C. SANTIAGO**  
Chairperson


  
**MA. GILDA SEBUA-SALJAY**  
Member


  
**ALETH THERESE L. DACANAY**  
Member

Approved by:

PROFESSIONAL REGULATORY BOARD OF PHARMACY

  
**ANTHONY ALDRIN C. SANTIAGO**  
Chairperson

  
**MILDRED B. OLIVEROS**  
Member

  
**ADELINA C. ROJO**  
Member

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