

Canadian Association of Radiologists

Mammography Accreditation Program

MAP - GUIDE

MRT CPD and Consent Form

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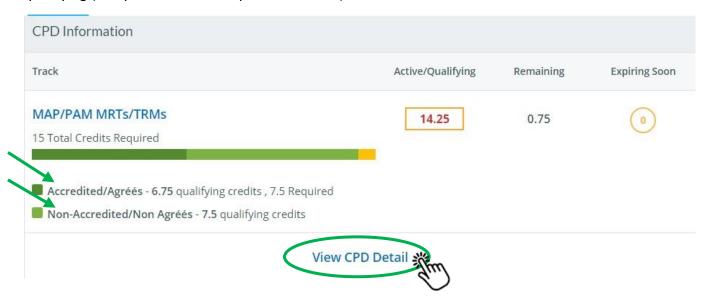
1.1 MAMMOGRAPHY ACCREDITATION PROGRAM - PERSONAL **PROFILE**

The CAR MAP has provided you with a professional online account where you will be able to keep track of your required CPD credits and complete the required annual form to maintain your approval status. Only MAP approved technologists can work with a MAP accredited unit.

1.2 MAMMOGRAPHY ACCREDITATION PROGRAM - PERSONAL CPD REQUIREMENTS

MRTs must document 15 continuing professional development (CPD) credits in breast imaging completed within the past 36 months. A minimum of 7.5 of those credits must be from accredited activities and substantiated with certificates of completion.

In the CPD Information section of your profile's Home page, you will see your total number of qualifying (completed within the past 36 months) accredited and non-accredited CPD credits.



To view your CPD activities or add new CPD activities to your profile, click on "View CPD Detail"

1.3 MAMMOGRAPHY ACCREDITATION PROGRAM - ADDING CPD **ACTIVITIES TO YOUR PROFILE**

Click on "Add Activity" Affiliations My Profile CPD Info Mammography Accreditation Program MAP/PAM MRTs/TRMs ☐ Show Expired Activities Category 14.25 0.75 (0) Active/Qualifying Remaining **Expiring Soon** Accredited/Agréés Breast Symposium 2021 - CAR 15 Total Credits Required Mammography Positioning Guidebook, Second Edition - Louise Miller Non-Accredited/Non Agréés Accredited/Agréés - 6.75 qualifying credits , 7.5 Non-Accredited/Non Agréés - 7.5 qualifying Select Category Type - Accredited or Non-Accredited Category Select Select Activity Type - A default list of activities is provided. The Activity selection will prompt the subsequent required fields to open. The certificate of completion from an accredited activity is required and must be uploaded. Activity Select category with activity options Enter Hours (non-accredited activity) or Total Credits (accredited activity) Hours **Total Credits** Click on the Completion field and select the date as listed on your certificate of completion (accredited activity) or the date of the activity was completed (non-accredited activity). Completion 1111 Name: Enter the title of the activity and the activity provider. Name

Evidence – Mandatory for all accredited activities. Drag or upload the certificate of completion.



Click **Save** once you have populated all required fields.

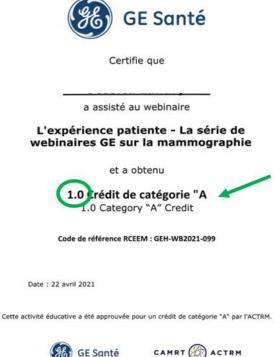


Once an activity is saved, you will not be permitted to make any edits. For any submission errors, you will need to remove the activity by clicking the icon. Should you need to re-submit the activity enter a new activity using the Add Activity button.

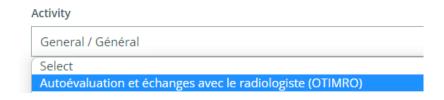
Activity	Completion Date	Expiration Date	Credit Value
Breast Symposium 2021 - CAR	06/01/2021	06/01/2024	6.75

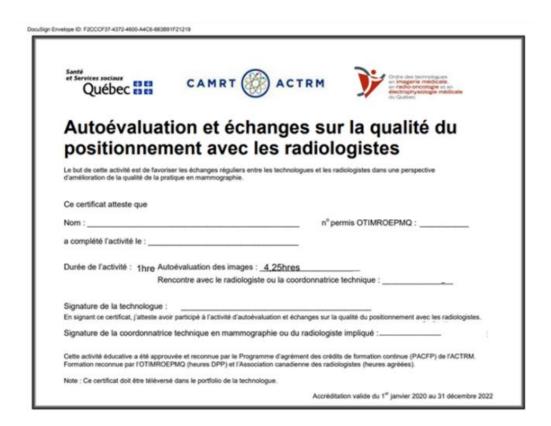
1.4 MAMMOGRAPHY ACCREDITATION PROGRAM – ACCREDITED **ACTIVITIES - CERTIFICATES OF COMPLETION**

MAP accepts category "A" activities, category "1" activities and activities which have been "Approved by the Canadian Association of Medical Radiation Technologists (CAMRT)" as accredited. The credits value of the activity will be indicated on the certificate of completion.



Some accredited activities have been pre-programmed to automatically populate the credit value. The activity "Autoévaluation et échanges sur la qualité d positionnement avec les radiologistes" is worth 3 accredited credits (activity accredited by the CAMRT). When the activity is chosen in the 'Activity Type' field, the MAP system will automatically insert 3 credits in the Total Credits field.





1.5 MAMMOGRAPHY ACCREDITATION PROGRAM - NON-**ACCREDITED ACTIVITIES**

Non-accredited activities are self directed activities or activities where the activity providers did not go through the process of having the activity accredited as a category "1" activity. The activity may or may not have a certificate of completion. These activities are entered in the MAP system in hours and not credits (Total Credits field will be grayed out and not available for editing).

The MAP system will automatically convert the number of hours entered to credits (0.50 credits per hour).



Some non-accredited activities, such as reading a book or reading an article have been preprogrammed to automatically populate the credit value (book = 10 non-accredited credits, article = 1 non-accredited credit).

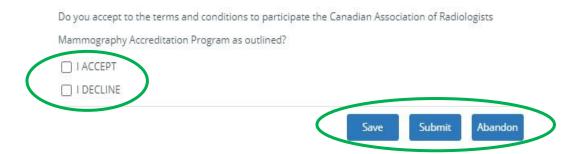
1.6 REQUESTS - ANNUAL FORM FOR COMPLETION

You will find in the Requests section of your Home page a list of forms. As an MRT, you are required to complete a consent to participate form (MAP/PAM – MRT Consent to participate/TRM Consentement) annually as part of the approval process for MAP.

Use the dropdown list provided, select the form, and click **Submit** to open the form.



Read the consent form and tick "I ACCEPT" or "I DECLINE" box.



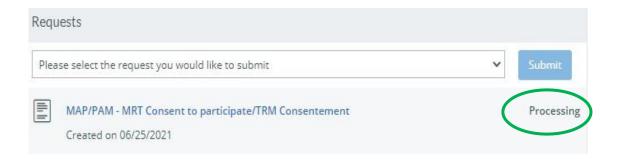
Click **Submit** if the form is complete or **Save** if you are not ready to submit but want to save your details. You will be able to return to the form to make edits/updates. If Abandon is selected, your details will not be saved and the form removed from your list of forms created. The X at the top righthand side of the form will close the form without saving any details.

Once your form has been submitted the status will change to **Completed***. You will be able to view the completed form, but unable to make any changes. If any changes are needed, contact map@car.ca.



^{*}You will be contacted by a MAP coordinator if additional details are required.

If you have saved your form the status will be listed as **Processing**. You will need to return to the form and click **Submit** to have the status update to **Completed**.



1.7 QUESTIONS

For any questions or assistance, please contact us at map@car.ca.