



Education & Training

ASUM | Promoting ultrasound excellence

# Recognition of Prior Learning (RPL) Policy

Certificate in Clinician Performed Ultrasound (CCPU)

Effective from 01 July 2025

**Australasian Society for Ultrasound in Medicine**

P +61 2 9438 2078 | F +61 2 9438 3686 | E [education@asum.com.au](mailto:education@asum.com.au)

ABN 64 001 679 161. ACN 001 679 161

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## 1.0 Introduction

The Australasian Society for Ultrasound in Medicine (ASUM) is the premier multidisciplinary not for profit society fostering a collaborative multi-disciplinary community of highly competent health professionals who deliver ultrasound excellence. The Certificate for Clinician Performed Ultrasound (CCPU) is offered by the ASUM as a credential for medical practitioners who are not imaging specialists but who use ultrasound as a diagnostic tool at the point of care. The ASUM Council will award a CCPU to those candidates who have met the passing standard of all components of the program and have been endorsed by the ASUM CCPU/CAHPU Committee.

## 2.0 Scope

This policy applies to all clinicians seeking enrolment in the CCPU who have previously completed significant formal education in ultrasound and gained substantial clinical experience specifically related to point-of-care ultrasound (POCUS) within the relevant unit.

Recognition of Prior Learning (RPL) provides a formal mechanism to assess and credit previous learning. It is often used to evaluate training or education not directly accredited by ASUM and is therefore resource-intensive, requiring comprehensive documentation and validation.

## 3.0 Purpose

This policy outlines the principles and procedures by which ASUM CCPU/CAHPU Committee evaluates Recognition of Prior Learning (RPL) applications.

RPL enables clinicians with substantial formal ultrasound education and relevant clinical experience to gain credit for prior learning toward the CCPU program.

This process is formal, evidence-based, and designed to uphold the academic and clinical integrity of the CCPU.

It is not a time-limited or automatic recognition pathway but a structured assessment process requiring comprehensive documentation and alignment with ASUM standards.

## 4.0 Eligibility Requirements

Applicants for RPL must:

- Meet all eligibility criteria for entry into the CCPU as outlined in the program regulations.
- Submit the application and all supporting documentation for each unit at the time of enrolment into the CCPU.

Applicants are encouraged to contact ASUM prior to application to discuss eligibility and ensure clarity around the evidence required.

All RPL applications must be made at the time of enrolment. RPL applications submitted after this time will not be accepted.

## 5.0 Application

RPL will only be considered for training, assessments, and/or logbooks completed prior to the candidate's CCPU enrolment date. Evidence must demonstrate that learning and clinical practice remain relevant and current, as per ASUM standards.

Those candidates wishing to apply for RPL must do so using the form available on the ASUM website in the [CCPU Section](#) and follow the steps provided.

The CCPU has three possible components where RPL may be awarded by the CCPU/CAHPU Committee, per unit.

### A. Training Course RPL

#### i. ASUM Accredited Courses

Where a candidate has successfully completed the course.

- If completed within **18 months**, full RPL for the course will be awarded.
- If completed over **18 months but within 24 months**, RPL may be awarded if supervised logbooks are submitted demonstrating ongoing application of ultrasound skills and clinical relevance.

A list of accredited course providers can be found on the [ASUM website](#).

#### ii. Non-Accredited Courses

Should the course attended by the candidate not be accredited by ASUM, the course must be deemed to be at the same level or higher than the ASUM accredited course.

The candidate must provide the following information to support the RPL submission.

- A certificate of successful completion
- A course outline showing comparability with regards to syllabus content, required hours of teaching, and workshop ratios.

Where a candidate has successfully completed the course.

- If completed within **18 months**, full RPL for the course will be awarded.
- Greater than **18 months but within 24 months**, supervised logbooks are required (to show active engagement utilising ultrasound skills since course attendance will be required to ensure relevancy of learning prior to RPL approved).

Models must be live patients representing a range of normal and appropriate pathologies. This also applies to “in house” training courses. Simulation may form part of the course but not constitute the whole course.

**Online only courses will not be accepted.**

## B. Formative and Summative assessment

- Summative assessments are not eligible for RPL under any circumstances.
- Formative assessments must:
  - Be no more than 12 months old at the time of application.
  - Be at the same level or higher than the equivalent CCPU formative assessment.
  - Be conducted by an individual who meets CCPU Primary Supervisor criteria.
  - The current work placed based assessments are used to provide feedback and guidance to drive self-directed learning. These tools support self-reflection and should be used in conjunction with the supervisor, to monitor performance.

Alternate tools will be considered but must meet the criteria above and be submitted in full.

## C. Logbook

- Any logbook submitted for RPL must be specific to the unit enrolled in. It must be equivalent or higher in scan numbers and demonstrate the range of pathologies required in the syllabus to be deemed competent for the unit. Supervision of the logbooks must be equivalent to the CCPU requirements.
- A supervisor letter in the absence of a logbook will not be accepted.
- Logbooks will only be considered for RPL where the appropriate course has also been approved for RPL. Logbooks will only be accepted from the time of course attendance.
- Successful completion of the ASUM Physics module is expected within 3 months of enrolment and RPL submission for approval of logbooks.

## D. Additional evidence may be requested at the discretion of the CCPU Committee

The CCPU/CAHPU Board may request further documentation including but not limited to:

- Additional formative assessment with images as per the syllabus.
- Workplace declaration of experience - must be within 5 years to be eligible.
- Resumes, work history, job description
- Referee to authenticate your experience and documentation.

### Additional information:

- Full unit credit will not be granted.
- All candidates must complete the final summative assessment as per ASUM requirements.
- The Physics Unit is a **mandatory prerequisite** and **not eligible** for RPL.
- Scans performed on models during a course or workshop do not contribute toward RPL logbooks.

- All submitted documentation must be in English.
- In the case of neonatal unit applications, review and recommendation from the neonatal reference group may be required prior to CCPU/CAHPU Committee determination.

## 6.0 Process

ASUM must ensure the RPL process is consistent, fair, and transparent to enable a systematic approach to RPL for all CCPU candidates. Many course providers have followed the accreditation process for CCPU and therefore the RPL process is more streamlined due to a working knowledge of the course provided.

The typical RPL process for CCPU candidates consists of the following stages:

- Identifying the evidence required
- Providing advice to students about the process
- If course is ASUM accredited
- If course is not ASUM accredited or known to ASUM
- Providing students with sufficient information to enable them to prepare their evidence to meet the standard required for the RPL assessment process.
- Assessing using appropriate evidence-gathering methods and tools
- Recording the outcome, and
- Reporting to key internal and external stakeholders.

RPL Application Review:

- RPL applications are assessed by relevant CCPU committee members with expertise in the subject, content or skills area, as well as knowledge of the ASUM RPL process.
- The ASUM education team are responsible for working with the applicant to ensure all required documentation is provided prior to seeking approval.
- Candidate is responsible to ensure evidence provided is valid, authentic, current and sufficient to meet RPL requirements.
- is consistent for all CCPU assessment.

## 7.0 Outcome and Timeframe

RPL applications are reviewed by the CCPU/CAHPU Board at the next scheduled meeting following submission.

Applicants will be notified of the outcome in writing. This process may take up to eight weeks.

## **APPENDIX 1 – DEFINITIONS**

**Accredited course** – theoretical knowledge and practical skills delivery that has been awarded accreditation by ASUM.

**Accredited training provider** – agency, ranging from single entity to corporate organisation who has met the accreditation criteria set down by ASUM and been awarded approval to deliver the course per specified unit.

**ASUM Board of Directors** – Board of Directors of ASUM a public company limited by guarantee.

**ASUM CCPU/CAHPU Committee** – ASUM Board of Directors subcommittee awarded delegation to oversee development, implementation and decisions pertaining to the CCPU and CAHPU programs.

**DDU** – Diploma of Diagnostic Ultrasound.

**Formative Assessment** – assessment occurs during the learning process to provide feedback on both learning and teaching methods to ensure the candidate is attaining knowledge in line with learning outcomes.

**Summative Assessment** - formal assessment to measure skill acquisition, learning and clinical integration for the candidate in achieving the learning objectives outlined in the syllabi. This benchmark has been created in line with the ASUM standard for achieving a CCPU credential.

**Logbook** - a formal record documenting the candidate's practical ultrasound experience for a specific CCPU unit. It details the number and type of scans performed, including normal and pathological findings, and must demonstrate the candidate's competency in line with the unit syllabus.

**FRANZCR** – Fellow of the Australian and New Zealand College of Radiology.

**Primary Supervisor** – The nominated primary supervisor is responsible for conducting all CCPU assessments and signing off the completion of the CCPU logbook. A Primary Supervisor must be a clinician that either holds RANZCR Fellowship, FRACP Fellowship (for BELS and RCE only), a current DDU in the relevant field or a current CCPU in the relevant unit. Alternatively, a primary supervisor for the vascular access unit may hold a Fellowship with ACEM, CICM, CCM or ANZCA.

**Referee** – Head of training in the relevant department or meets criteria as a Primary supervisor.

**Significant** –substantial in terms of documented work or clinical experience to be of note.

**Supervisor** – in conjunction with the primary supervisor, offers specific skills in the role of supervision for specific elements of training. This includes a clinician who has completed the DDU in the relevant field, holds a FRANZCR, an Accredited Medical Sonographer (AMS) registered with the ASAR or MRTB NZ or CCPU qualified in the relevant unit. A supervisor is expected to work within their scope of practice.

**Unit** - module of study as outlined in the CCPU program.

**Work placed based instruments** – an assessment of the skills and practise of a candidate in on the job to determine clinical competency.

## VERSION CONTROL

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## SUMMARY OF CHANGES

| Date              | Change  |
|-------------------|---|
| 18 June 2019      | Initial release, V1.0   |
| 30 September 2020 | Accredited and non-accredited course 12month restrictions. Summative assessments not included in RPL. Introduction of the RPL Process. Appendix definitions for Primary Supervisors and Supervisors. V1.1 |
| 01 July 2025      | Updated timeframe for ASUM-accredited training courses from 12 months to 18 months before enrolment for RPL eligibility.  |