WEST BENGAL MEDICAL COUNCIL
IB 196, SECTOR – III, SALT LAKE, KOLKATA – 700 106
☎ 2335 3078, Email : wbmc@wbmc.in
Website : www.wbmc.in

No. 1493-C/28-2012 Date 24 June 2025

"WBMC CREDIT POINT GUIDELINES"

==========

[1]
The doctors, registered with the West Bengal Medical Council, will have to update their registration particulars after every 5-years from the date of registration or updated registration. They will have to collect 30 credit hours of CME programme conducted by the organisations registered under the Society Act XXVI of 1961. CME hours to be collected at least 20 hours from the organisations exclusively of West Bengal + 10 credit hours from the organisations of outside West Bengal. CME Certificates obtained from the organisations, to be uploaded at the time of submission of submission of online applications.

[2]
The doctors, registered with the West Bengal Medical Council and validity of certificates of those will soon expire and who are unable to collect 30-creit hours of CME within the short period, they will have to produce proportionate hours for updating their registration particulars.

For Example : The doctors who updated on 30.1.2022, validity of certificates will be upto 29.01.2027 But updating with the submission of CME Certificates of 30-hours has been introduced in the year April 2025. Hence, validity of his/her required hours will come down proportionately to 10-12 hours instead of 30 hours.

Ways for earning additional credit points

Sl No	Event	Credit Points
1	Faculties of WBMES,Private Medical Colleges & Central Institutes in West Bengal	3 Credit points per year
2	Faculties in Decentralized Institute (having only post graduate course / DNB training)	2 Credit points per year
3	Post Graduate Trainees(MD/MS/DNB) Post Doctoral Trainees (DM,Mch,DNB SS)	2 Credit points per year
4	Senior Residents posted in medical colleges or any teaching institute(PG/DNB)	1 Credit points per year
5	General Duty Medical Officers/ Specialist Medical Officers posted in medical colleges or teaching institutes(PG/DNB)	1 Credit points per year
6	Doctors posted in Rural/Difficult area (as per the latest WB Govt norms)	2 Credit points per year

7	Author of Chapter published in Medical Textbook or author of any medical textbook (Published during that 5 years period)	2 Credit points per chapter published. 4 credit point for any textbook published
8	Original Article published in any peer reviewed Indexed Journal (All co authors)	2 Credit points
9	Case Report published in any peer reviewed Indexed Journal (All co authors)	1 Credit point
10	For doctors who are part of the editorial /advisor team of any national/international indexed journal	2 credit points per journal per year
11	Paper presentation of original research article (Oral/Poster) during conferences (National/State/International)	1 Credit point for each paper/poster presented
12	Subscription of peer reviewed Indexed National/International Journals	1 Credit point per year for each journal
13	Speakers/Faculty/Chairman/Co-Chairman at any CME/Workshop	2 Credit point per session
14	For members of the organising committee /team of the CME :- Credit points will be same as the delegates	Additional 1 point
15	For outstation faculties or faculties/speakers who will only take part in their own designated sessions	2 credit points per session
16	For faculties who stays throughout the entire length of CME as well as contribute to any program schedule for that CME	Credit points will be equal to delegates as well as additional 2 credit points for being speaker /panelist/chairperson.
17	If the faculty is also a part of the organising team he will get additional	1 additional point

18	Credit Point calculation through the Online CME platform(which is accredited with credit hours)	• 1 Credit point for attending mimimum 60 minutes of Online CME • 2 Credit point for attending more than 1 hour of Online CME • 3 credit point for more than 2 hr online CME (Maximum 3 credit points can be procured per online CME per day)
19	MSVPs of Medical Colleges	4 credit points per year
20	CMOHs of different districts	3 credit points per year

21	For WBMES faculties who are posted in any administrative post in bodies like Swasthya Bhawan,WBUHS,IHFW,WBHRB or any faculty under central Govt who is holding any administrative post	4 credit points per year .
22	Doctors of WBPHAs (apart from CMOHs) and Doctors holding any administrative posts in Central Government institutes in West Bengal (apart from faculties)	2 Credit points per year

Additional Points To be noted:

- Maximum ceiling of credit point by an offline CME involving a single-day is 5 –points.

- Maximum ceiling of credit point by an offline CME spanning over multiple days is 10 points

- Delegates have to mandatorily sign the attendance sheet of the CME both during entry as well as exit on every day in presence of the Observer deputed from the Council for that CME. Attendance Sheet to be mailed to the Council each day by the Organizing Secretary.

- For online CME, screenshot of attendance of delegates to be given at the beginning and end of the CME by mailing to Council by the Organizing Secretary of the online CME on day-to-day basis.

- If any delegate leaves early from the CME or is unable to attend it on all days, then that delegate will get credit points based on his/her duration of CME attended. This has to be confirmed by the Observer deputed by the Council.

- Pharmaceutical company sponsored programme to be excluded from credit points. Organizing Secretary to give declaration about such sponsored programmes if incorporated in the CME to the Council before-hand. These sessions will not be included during credit point calculation. CME should be used only for academic purpose and not for any other business purpose of any specific company.

- Society Registration Certificate of the organisation must be provided at the time of applying for credit points to Council. Only the certificate of primary organizing committee can apply for credit points.

- In one year maximum 10 points will be taken into consideration for calculation of a individual's credit point for renewal purpose.

- For faculties original Certificate issued by head of the institute for his or her uninterrupted service in institute is necessary to avail their designated credit points as mentioned above

- For medical officers of different hospitals under state /central government service details to be verified

- For WBPHAs or administrative doctors of Central Government Institute service details to be produced to avail credit points.

- 33 percent of the total credit points in period of 5 years can be procured from state councils apart from West Bengal(i.e Maximum of 10 credit points)

- No carry forwarding of Credit Points beyond the respective 5 years tenure can be done. As soon as the renewal is done, fresh credit points accumulation is needed again for the next tenure.
- In-case of any prolonged immobilisation of any doctor caused due to some major accident/illness where he or she is unable to physically attend any offilne CME for long period of time, Credit Hours to be considered on case to case basis during their renewal (on submission of proper medical documents) &approval by higher authorities of the Council should be sought beforehand.

- All publications or academic works (as given in the table above) done during that period for which the credit hour is being sought is to be considered.
- Doctors having registration renewal for the period of 2025 to 2030,(where full 5 years tenure from date of the order is not completed) calculation of Credit Hours to be done on yearly or monthly basis(whichever convenient)i.e. minimum 6 points/Year or 0.5 points per month.
From January 2031 onwards ,minimum 30 consolidated credit hours over a period of 5 years will be needed (provided there is no further amendment of this gazette or credit hours based on latest rules & regulations by NMC)

- Credit hours for delegates attending credit hour accredited CMEs will be as per the sanctioned credit hours for that particular CME. Upper ceiling limit of credit hours of

offiline & online CME to be taken into account for this as already mentioned above. Speakers/Faculty/Chairpersons of CME are entitled for credit hours of faculty/speaker/chairperson for their session only.They will not be entitled for the delegate credit points.

- **ONLINE CPD-** For doctors residing & practicing in West Bengal up to 35 percent of online CME credit points in 5 years will be considered. For doctors posted in rural/difficult areas upto 70 percent online CME credit points will be considered.

For online CMEs,the credit points for all taking part in the CME will be same as per the time limits given in table before. The presence of the faculty in the CME to be confirmed by Organising Secretary/chairman of the CME along with the appointed observer from WBMC.

11).WBMC will depute one representative to attend the CMEs as an observer .Observer can be a member from WBMC/penal committee member/subject expert who is having registration with the WBMC.

Certificates of Cme will have a signatory place for the observer from Council.This will be signed on the completion of the CME.

Attendance sheets to have entry & exit signatures of the delegates,faculty,speakers .This will be verified & countersigned by the Observer.

Handing over of certificate will be the responsibility of the Observer after he or she puts her initials on them.

The presence of the faculty in the CME to be confirmed by Organising Secretary/chairman of the CME along with the appointed observer from WBMC.

Observer will be treated as a "Invited Registered Faculty"& his/her Registration, Transport ,food, stay(if needed) to be borne by the organisers. In rare circumstances ,if no observer can be arranged by the Council then a NOC to be procured from Council & organisers can approach any nearest district IMA branch for appointment of a observer with that NOC. WBMC appointed Observers will be issued 1 extra credit point beside the approved CPD points for that CME. Members from IMA who act as observers on providing the NOC by WBMC will also be accepted for the observer credit point also.

A minimum 30 minutes session on Medical Ethics is must for getting accreditation of WBMC credit points
Speaker of that session can be preferably From Medical Council members(including the observer himself or herself) (main committee or penal committee members)or any other faculty appointed by the organising committee who has registration with WBMC .

Credit point charge:- Rs 100 only per session/day per person

Exemptions from credit points:-

ALL EXEMPTED CATEGORIES WILL HAVE TO DO RENEWAL OF REGISTRATION.

- Ministers,MPs,MLAs, Public Representatives
- Indian Administrative Services Officers (I.A.S)
- Vice Chancellor of Health University
- Director of Medical Education
- Director Health Services
- Director/Principal of Medical

Colleges .

- Doctors working with Armed

Forces.

Details of 65 years Exemptions Criteria

Doctors after completing 65 years will be exempted from credit hours but Renewal is mandatory. Doctors will have to comply to credit hour rules by Council till they complete 65 Years of age.

Submission of CME applications

The Organizers of CME should apply at online/offline before 45 days of starting of their programme. In their applications, the following information to be supplied:-

The application should be made addressed to the Registrar, West Bengal Medical Council at least 45 days before the conference with the following information:

- Name of the Organization conducting CME programme;
- Address;
- Society Registration Number with evidence;
- Venue of the Conference;
- Date of the Conference;
- Name of the Faculty with detailed qualification and experience;
- Expected number of attending delegates;
- Topics to be discussed in the Conference;
- Detailed programme schedule mentioning time, subject and name of the Speaker.
- Exercise to be covered in the Conference;
- Expected number of hours;
- Name of the Organizing Chairman;
- Name of the Organizing Secretary; and
- Methodology to be adopted by the Organisation viz. Lecture / workshop hands – on training / discussion / audio - visual presentation etc.

After completion of the Conference, total course content, programme in digital form along with Xerox copy of attendance of delegates and faculty members to be furnished to the Council.

PROCEDURE FOR CREDITING CME HOURS

Time mentioned for the following in the programme would not be counted for crediting CME hours :

- Welcome / Inauguration Ceremony
- Welcome by President
- Interaction of the Speaker
- Tea/Coffee break
- Lunch break
- Quiz contest, Debate
- Paper servicing
- Competition
- Question etc.

PAYMENT OF FEES BY THE ORGANIZING BODY

The Organizing body will deposit Rs.100/- per delegate per day of CME to the Council prior to holding of the Conference. No refund will be made for unused certificates. **The fees to be deposited online / manual settlement in our office.**

FORMAT OF THE CERTIFICATE FOR CREDIT HOURS

The Certificate will bear following particulars

- Name of the Organization conducting programme
- Name of the programme
  CME programme accredited by the West Bengal Medical Council mentioning the reference number and hours of C.M.E.
- No name of the Pharmaceutical Company would be shown on the Certificate.
- Certificate will have 4 signatory places:-
  - President / Vice President / Registrar of WBMC
  - Organising Chairperson of the CME
  - Organising Secretary of the CME
  - Observer designated by WBMC for that day

Foreign Faculties, attending Surgical Workshop without temporary permission of Medical Council of India, are not permissible. Foreign faculties as lecturers / speakers in the Conference need not to have such permission but a Declaration in this respect to be submitted by the Organizing Body.

- **This will come into effect from 1st July 2025**

CREDIT POINT AND CREDIT HOUR TO BE CONSIDERED SYNONYMOUS FOR WEST BENGAL MEDICAL COUNCIL ACCREDITATED PROGRAMMES

Sd/-
Registrar,
West Bengal Medical Council