



Jordan University of Science and Technology  
Faculty of Nursing  
**Policy Title: Faculty Continuous Professional  
Development**



<b>Policies and Procedures Manual:</b>	<b>Originating Department/ Committee:</b>
<b>Policy No. : FA 05</b>	<b>Page 1 of 2</b>
<b>Date Originated: 2018</b>	<b>Last Revision: Dec 15, 2018</b>
<b>Approved by: Faculty Council</b>	<b>Approval Date: Jan, 2019</b>

**Purpose:**

To establish a clear, organizing process by which a faculty member (PhD or Master-degree holders) broaden and deepen their knowledge, skills and awareness, to develop personal and professional qualities necessary for the effective teaching, and professional development. The faculty member can develop and maintain a portfolio of professional development activities, services, progress and accomplishments which can be used as a reference tool for annual evaluation, tenure and promotion, job interviews, and career moves.

**Policy:** Faculty Continuous Professional Development (Faculty-CPD)

It is the policy of Faculty of Nursing (FON) at Jordan University of Sciences and Technology (JUST) that the Faculty members maintain CPD to:

- Maintain and update professional knowledge, skills and competence
- Receive or seek appropriate support if new areas of activity such as technology or simulation
- Ensure that the faculty provide professional service to meet the dynamic needs of community
- Help provide evidence of compliance with this cpd policy, if needed and
- Develop an understanding of new and emerging concepts in health care so that the student receives current information

Funding for CPD activities and travel will be available in the FON budget base on JUST Regulation

**Procedure:**

**The Procedure for Faculty Continuous Professional Development (Faculty-CPD)**

The faculty-CPD helps manage faculty members' own development on an ongoing basis. Its function is to help faculty records, reviews and reflects on what he/she learns. Faculty members at FON-JUST are guided by regulations and rules for CPD as noted in the faculty-handbook. These include CPD activities /requirements necessary for promotion application (see link for promotion regulation at JUST).

Recently, the Ministry of Health, Higher Medical Council, Jordanian Nursing Council (JNC), and National Committee for Continuous Professional Development for health-related Professions-Jordan agreed on the law #46 / 2018, paragraph A –Article 6 of General Health Law # 47/2018 (see link for Law document). As per this law, nursing faculty members will comply with regulations driven from this law regarding renewing licensures and needed CPD Activities.

As of the law, faculty members at FON will have to renew licensure each 5 years. After completion of 5 years, a detailed plan for renewing licensures process will be available which includes a detailed table of activities for "CPD". In the table attached, each activity is provided with valid Continuous Education (CEs) Hours. Nursing professionals in Jordan will follow guidelines developed by JNC to determine the number of CEs required for each category of nurses including those in academic institutions.



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### **The Process of Faculty Continuous Professional Development (Faculty-CPD)**

This policy will be effective as of fall 2019, academic year 2019-2020. Each faculty will be responsible to build his/her portfolio and provide evidence for activities completed to gain knowledge, skills, or competence annually. In addition, the faculty will maintain documentation of accomplishments like publications and presentations in the portfolio. It is expected that the faculty member will

- Attend one workshop each semester (at JUST Academic Development Center or outside JUST).
- Attend an international conference Every 2 years

**Definitions:** Continuous Professional Development (CPD) refers to the process of tracking and documenting the skills, knowledge and experience that faculty members gain both formally and informally as they work, beyond any initial training.

### **Documentation Required:**

#### **Faculty Continuous Professional Development (Faculty-CPD)**

**Copy of the Law # 46/2018 - Renewing Licensures for Health-related Workers.**

### **Approval:**

Faculty Council  
Dean

### **References**

<http://jnc.gov.jo/en/Documents/Relicensing%20of%20Health%20Workers.pdf>

Jordan Nursing Council