



Qualifying Activities for IAAMA Continuing Professional Education (CPE)

ACTIVITY	POINTS	EVIDENCE REQUIRED	ANNUAL LIMIT
Attendance at an IAAMA Annual General Meeting (AGM)	1.5 points per hour	Signed CPE log sheet	3
Attendance at the IAAMA Conference or IAAMA Teachers' Conference	1 points per hour of attendance	Signed CPE log sheet	15
Attendance at an IAAMA workshop, lecture, seminar or regional meeting	1 point per hour of attendance	Signed CPE log sheet	20
Attendance at a non IAAMA workshop, lecture or seminar related to your business	1 point per hour of attendance	Signed CPE log sheet	10
Attendance of refresher modules from an IAAMA accredited course.	1 point per hour of attendance	Signed CPE log sheet	20
Presenting at an IAAMA event (workshop, AGM etc)	2 points per presentation hour	Proof of presentation	10
Presenting training (must be aromatherapy based). Lectures, seminars, etc - without assessment	2 points per presentation hour	Proof of presentation	14
Presenting training (must be aromatherapy based). Lectures, seminars, etc - with assessment	3 points per presentation hour	Proof of presentation	15
Participation on IAAMA subcommittee or project	1 point per hour of attendance	Signed attendance register	15
Participation on IAAMA National Council or as Regional Coordinator	10 points per year	Signed CPE log sheet by President	10
Perform the role of Editor for Simply Essential Journal (if not on Council)	10 points per year	Signed CPE log sheet by President	10
Author (or joint author) of published article / research paper for any Aromatherapy publication.	5 points 1 - 3 pages 10 points more than 4 pages	Copy of article	15
Author (or joint author) of a published book on aromatherapy	20 points per book	Copy of book	20
Author of a book review for any aromatherapy journal	3 points per review	Copy of review	9
Subscription to aromatherapy journal other than Simply Essential	5 points per annual subscription	Receipt of subscription	15
Subscription relating to clinical practice or business management	2 points per annual subscription	Receipt of subscription	6
Purchase of aromatherapy professional development books, CD (not music) or DVD / videos / research paper	3 points with your own review	Receipt of purchase or loan of material from library - A minimum of 100 words in review	18
Remote learning - (including on-line education, CD's, videos, etc) with assessment	2 points per assignment or assessment	Evidence of hours /certificate or signed CPE log sheet	20
Promoting to the community or as an aromatherapy practitioner volunteer	1 point per hour	Signed CPE log sheet	10
Successful completion of a Senior First Aid Certificate or equivalent	10 points in the year completed	Copy of certificate	10
Successful completion of the CPR certificate (Required by Queensland members only)	5 points per certificate	Copy of certificate	5
Designing, developing, conducting, participating In research projects	6 points upon completion	Report of findings and proof of participation	12
Receiving professional coaching, mentoring or supervision in one hour sessions and for self care	1 point per hour	Evidence of participation / signed CPE log sheet	10
Practitioner exchange session, Educational discussion group and Massage techniques review to enhance clinical aromatherapy competence - Non Regional meeting	1 point per hour	Signed CPE log sheet by group leader	10