CPD Continuing Professional Development

Development

CPD Application Approval Fees document

Updated September 2026

An application for CPD approval will be considered to have an income stream if delegates/learners pay a fee to attend an event or access the learning. An application will also be considered to have an income stream if an event or distance learning receives financial support from one or more sponsors.

Table 1: Live event fees

The following fees apply to live and live streamed educational events that last more than 2 hours. For Webinars and short live-streamed meetings lasting up to 2 hours please see Table 3.

Organisation	1 Day Event (up to 8 credits)	2 Day Event (up to 16 credits)	3 or more days (over 16 credits)
Commercial	£450 + VAT = £540	£830 + VAT = £996	£1,065 + VAT = £1,278
Non-Commercial (with income Stream)	£75 + VAT = £90	£100 + VAT = £120	£130 + VAT = £156
Non-Commercial (with no income stream)	£47.50 + VAT = £57	£47.50 + VAT = £57	£47.50 + VAT = £57

Applications for **hybrid events** lasting over 2 hours which provide both live and live-streamed options can also be submitted by this route.

Modular courses (live or live-streamed)

Where live or live-streamed courses are delivered in a series of modules with gaps of a number of days, weeks or months between the modules, the fee will be based on the total number of CPD credits (i.e. the total number of hours of CPD) provided. The fee can be determined from the table above using the figures in brackets in the headings and then selecting the type of provider.

If there is some additional e-learning, there will be an e-learning supplement as mentioned in the section on blended learning. If there is additional e-learning, please email CPDApproval@thefederation.uk and the office team will advise you of the total fee.

Table 2: Discount for multiple events (same programme or speakers, on a single application)

If the same single day meeting (same programme and speakers or faculty of speakers) is run more than once or in several places and the application is made for all the meetings at the same time, the amount paid for each event is listed below. If there are over 10, providers should contact the office. Providers should contact the office for a fee if planning to run the same 2 or 3 day event more than once.

Organisation	1-2 Meetings	3-4 Meetings	5-7 Meetings	8-10 Meetings
Commercial	£450 + VAT = £540	£900 + VAT = £1,080	£1,350 + VAT = £1,620	£1,800 + VAT = £2,160
Non-Commercial (with income Stream)	£75 + VAT = £90	£150 + VAT = £180	£225 + VAT = £270	£300 + VAT = £360
Non-Commercial (with no income stream)	£47.50 + VAT = £57	£95 + VAT = £114	£142.50 + VAT = £171	£190 + VAT = £228

Table 3: Webinars or live-streamed events lasting up to 2 hours fees

These fees apply where a live streamed event lasts no more than 2 hours on any given day.

Where providers develop a **programme of short webinars** or lectures and these events last no more than 2 hours on any given day, the Federation will approve these in a broadly equivalent way to a live or live-streamed events.

Organisation	Single webinar	Webinar programme for 3 to 8 hours	Webinar programme for 9 to 16 hours	Webinar programme for 17 to 24 hours
Commercial	£210 + VAT = £252	£450 + VAT = £540	£830 + VAT = £996	£1,065 + VAT = £1,278
Non-Commercial (with income stream)	£57.50 + VAT = £69	£75 + VAT = £90	£100 + VAT = £120	£130 + VAT = £156
Non-Commercial (with no income stream)	£47.50 + VAT = £57	£47.50 + VAT = £57	£47.50 + VAT = £57	£47.50 + VAT = £57

Annual approval of courses

A number of providers have requested annual approval for their course(s). If you would like to request this, please email CPDApproval@thefederation.uk, the email should include details of the number of hours of CPD that the course delivers live or live-streamed and an estimate of the number of times you expect the course to run during the 1 year period. If you provide some additional e-learning as part of the course, please confirm that this is provided by your organisation and not another provider and advise us of the number of hours of e-learning provided. Please inform us if you already have separate Federation approval for the e-learning included that is still active. The CPD team will respond with an annual fee which will be based on the information provided.

Table 4: Archived lecture and webinar fees

Approval of live-streamed events and webinars currently includes 4 weeks of free approval for the archived version.

For additional archived approval beyond the 4 weeks the fees are:

Organisation	Additional Fee (Per Application)
Commercial	£60 + VAT = £72
Non-Commercial (with income Stream)	£60 + VAT = £72
Non-Commercial (with no income stream)	£30 + VAT = £36

Table 5: Distance learning / e-learning module fees

The fees would be for a 2 year period.

Number of credits (hours)	Commercial Providers	Non-Commercial Providers (with income stream)	Non-Commercial Providers (with no income stream)
1	£400 + VAT = £480	£200 + VAT = £240	£100 + VAT = £120
2	£700 + VAT = £840	£350 + VAT = £420	£140 + VAT = £168
3	£1000 + VAT = £1200	£500 + VAT = £600	£180 + VAT = £216
4	£1250 + VAT = £1500	£650 + VAT = £780	£220 + VAT = £264
5	£1500 + VAT = £1800	£750 + VAT = £900	£250 + VAT = £300
6	£1500 + VAT = £1800	£750 + VAT = £900	£250 + VAT = £300

Blended learning

Blended learning consists of a blend of live or live streamed education and e-learning. The fee structure for blended learning courses is not built into the online system, so please contact the CPD team before submitting your application. The team will calculate the e-learning supplement and generate a combined fee for the application. The fee will vary according to whether the e-learning has undergone separate e-learning approval by the Federation.

Table 6: e-Platform fees

The fees would be for a 2 year period.

Modules (number of hours)	Commercial	Non-Commercial (with income stream)	Non-Commercial (with no income stream)
5-10	£1500 + VAT = £1800	£750 + VAT = £900	£250 + VAT = £300
11-25	£2500 + VAT = £3000	£1250 + VAT = £1500	£450 + VAT = £540
26-50	£4000 + VAT = £4800	£2000 + VAT = £2400	£750 + VAT = £900
51-75	£5000 + VAT = £6000	£2600 + VAT = £3120	£800 + VAT = £960
76-100	£5600 + VAT = £6720	£3000 + VAT = £3600	£825 + VAT = £990

**The above table only lists fees for e-platforms with up to 100 hours of content. We do accept applications where the content exceeds 100 hours, for these e-platforms please contact the CPD office. Similarly for large e-platforms where the learning does not predominantly relate to one specialty but covers topics from multiple specialties please contact the CPD office so that we can advise regarding your application and the relevant fees.*

To initiate the approval process, we require an initial payment of the appropriate fee from the table above or where this is over £500 plus VAT, the **initial payment should be £500 plus VAT**, with the remainder of the fee becoming due upon approval of the product.

Table 7: E-library fees

These are online information and learning services that provide access to current information about medical topics.

Initial payment	Remaining first year fee due (when approved)	Second year fee due	Total fee for 2 years
£500 + VAT = £600	£1875 + VAT = £2250	£2375 + VAT = £2850	£4750 + VAT = £5700

We charge **£2375 (plus VAT) per annum.** To initiate the approval process, we require an **initial payment of £500 plus VAT**, with the remainder of the first year's fee becoming due on approval of the product.

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