



**World
Physiotherapy**

Continuing professional development event recognition service

Guidelines and application form

March 2026

World Physiotherapy continuing professional development (CPD) event recognition service

More information: <https://world.physio/continuing-professional-development-event-recognition-service>

Contact: cpd@world.physio

Applicant's guidelines

1. Register as a CPD provider in [CEU Locker](#). Eligible providers include World Physiotherapy regions, specialty groups, and member organisations, for-profit and not-for-profit CPD providers with the primary business of the provision of education relevant for physiotherapist practice as described in the domains of physiotherapist practice competence in [Physiotherapist education framework](#). Not eligible are for-profit entities with commercial interests that develop, produce, market, resell, or distribute drugs, devices, products, or other health care goods, services, or therapies that may be prescribed to patients/clients or ordered by physiotherapist in the diagnosis, treatment, monitoring, management, or health conditions
2. Download and submit the completed application form, at the end of guidelines, in [CEU Locker](#). Make sure to include the completed application form with required supporting documentation and pay the non-refundable application fee. Make sure you answer all questions in the application form and provide weblinks to required documents/information if available online or upload them along with the completed application form as attachments in CEU Locker. Please review your application form for completeness before submitting it to World Physiotherapy. Incomplete applications will not be considered.
3. World Physiotherapy will review and approve the applications within 10 weeks from the submission.
4. When approved, World Physiotherapy will assign a course approval number and the digital seal to be used by CPD providers for the initial presentation of the event and any subsequent presentations of the same CPD event (learning outcomes, materials, presenters etc) within a period of 24 months from the date of World Physiotherapy application approval.
5. Only events that cover topics that advance physiotherapist practice competence as described in [Physiotherapist education framework](#) are eligible for World Physiotherapy CPD event recognition.
6. The application will be reviewed by two independent reviewers with expertise in the topic area and CPD, against the CPD quality requirements.
7. To be approved, all CPD events must meet World Physiotherapy's [CPD quality requirements](#).
8. Incomplete applications, applications with missing information, or applications that do not meet the criteria will be rejected. Fees for rejected applications will not be reimbursed.
9. The application fee is paid at the time of the application submission. Fees are not refundable. To make the service affordable, discounted rates are offered to CPD providers from low and middle income countries/territories. The sliding scale is based on the income classification of the

country/territory in which the CPD provider is registered as a business or an organisation, or in which the individual CPD provider resides. CEU Locker's checkout process will calculate these discounts automatically.

Contact Hours	High income countries/territories* 100%	Middle income countries/territories* 75%	Low-income countries/territories* 50%
0-3 hrs	£99	£75	£49
3.25-7 hrs	£199	£149	£99
7.25-15 hrs	£399	£299	£199
15.25-25 hrs	£699	£524	£349
25.25-35 hrs	£899	£674	£449
35.25-45 hrs	£1099	£824	£549
45.25-55 hrs	£1299	£974	£649
55.25-65 hrs	£1499	£1124	£749
65.25-75 hrs	£1699	£1274	£849
75.25-85 hrs	£1899	£1424	£949
85.25-95 hrs	£2099	£1574	£1049
95.25-105 hrs	£2299	£1724	£1149
Over 105 hrs	£2499	£1874	£1249

* [World Bank Country Classification by Income](#)

- CPD providers may appeal rejections of the CPD event approval within four weeks of the denial notice. All appeals must be made in writing and sent to World Physiotherapy CPD event recognition service coordinator at cpd@world.physio with the rationale of the appeal, and a copy of the rejection notice.

CPD quality requirements

World Physiotherapy has a set of requirements to ensure the quality of CPD events including that they are relevant, evidence based, outcome based and consistent with national and World Physiotherapy policies and guidelines including ethical principles and standards of physiotherapy practice. World Physiotherapy approved CPD events must meet the following requirements:

1. CPD event

- a. CPD event is a systematic, ongoing structured process of learning relevant for and related to physiotherapist practice as described in the domains of physiotherapist practice competence in [Physiotherapist education framework](#), and consistent with World Physiotherapy policy statements including [Description of physiotherapy](#), [Education](#), [Ethical principles and responsibilities of physiotherapists and member organisations](#).
- b. The title and description of the CPD event adequately represent the programme's content.
- c. CPD event description/agenda includes the list of topics with the sufficient time allocated for each topic, presenters, and clearly identified teaching and learning methods.
- d. CPD event has clear goals and learning outcomes relevant to the scope of practice of physiotherapy, and appropriate learning and teaching approaches are used to achieve them.
- e. The content should be based on referenced scientific evidence, should reflect evidence in practice, and should clearly label personal experience or hypotheses.
- f. Learning materials should be comprehensive and up to date, with references to the latest relevant bibliographic and original peer-reviewed research appropriate to the programme content, not older than 15 years.
- g. CPD event has clear and appropriate methods to evaluate a participant's attainment of the specified learning outcomes.
- h. CPD event should have the CPD event evaluation tool to be completed by participants that evaluate both the course and the instructors.
- i. CPD event provider issues certificates of completion.

2. Instructor/facilitator/speaker/lecturer

- a. CPD event is conducted by qualified individuals with current expertise in the field, specialised education, training, or experience to teach the subject matter who are also competent in facilitating professional learning. For example, appropriately qualified individuals are qualified physiotherapists, or other health professionals; experts in fields associated with the practice of physiotherapy (such as lawyers, health administrators, philosophers); and individuals with specific relevant experience, for example, expert clients.
- b. Qualified individuals must have a minimum of four years of experience OR peer-reviewed publications or presentations of the same/similar material OR an advanced degree in the topic.
- c. Instructors must disclose, in advance of the programme, any bias or proprietary interest in any product, device, service, or material discussed during the programme. They should also identify any conflict of interest, for example, sponsorship by a company providing a product.

3. **Accessibility, diversity, and inclusion**

- a. CPD providers must ensure a physically and psychologically safe, supportive, and accessible learning environment, cognisant of their legal liabilities. Learning environments must be accessible and conducive to interactive learning to meet the learning needs of diverse learners.
- b. CPD providers must promote diversity and inclusion when:
 - i. selecting instructors/facilitators/speakers/lecturers for the CPD events
 - ii. developing learning resources to reflect the diversity of patients/clients, including diversity in patterns of disease, symptoms, and responses to treatments.

4. **Transparency**

- a. CPD provider should make information available to potential participants and included in promotional materials and brochures:
 - i. course description (with the amount of time designated to each content area and the total number of hours required to complete it)
 - ii. list of course presenters (their qualifications for delivering the course should be included in the information package)
 - iii. target audience for the CPD offering (along with the prerequisites and requirements for entry to, and successful completion of, the CPD offer)
 - iv. information about whether CEUs (continuing education units) are offered (and on what basis, as well as an indication of whether certificates of completion that record the award of CEUs will be provided)
 - v. information about the learning resources that will be provided
 - vi. maximum number of participants for a laboratory/demonstration course
 - vii. information about the fee, and a statement about the provider's fees and cancellation policy
 - viii. CPD provider's contact details and may also include former attendee endorsements of the programme
 - ix. commercial sponsorship disclosed