



**Family Business
Australia**

Continuing Professional Development for FBA Accredited Advisers

Maintaining Accreditation

Accredited Advisers must meet the following minimum criteria to maintain their accreditation.

1. Remain a financial FBA adviser member;
2. Continue to hold a valid Professional Indemnity Insurance policy; and
3. Complete 30 units per year of Continuing Professional Development per calendar year (1 January – 31 December).

Continuing Professional Development (CPD)

The Adviser Accreditation Committee has defined CPD units to include:

<i>Activity</i>	<i>Maximum units per annum</i>	<i>Units per activity</i>
Attendance of FBA National Conference		20 units
FFI Conference		20 units
Attendance of FBA State Conference		10 units
FBA workshops	10 units per annum	2 units
FBA Adviser Group meetings & Adviser Connect Group Meetings	5 units per annum	1 units
Family Business specific reading (20 hours)	5 units per annum	5 units
Other family business related activities by approval of the Adviser Accreditation Committee		

Other Activities

Accredited Advisers may apply to the Adviser Accreditation Committee to include in the CPD units any family business related activity. To make this application, please complete an “Application for CPD Activity Acceptance” form available from our website and address correspondence to:

Adviser Accreditation Committee
Family Business Australia
Suite 4, Level 3, 450 St Kilda Road
Melbourne VIC 3004

Or email to fbaeducation@fambiz.org.au

Please ensure applications include detail of the family business content included in the activity.

Monitoring CPD

Accredited Advisers will maintain their own CPD unit records and FBA will randomly audit advisers each year.

Suspension & Expulsion

The Accreditation Committee has complete discretion as to whether or not to approve the accreditation of an adviser and may suspend or expel an Accredited Adviser at any time subject to the approval of the National Board of FBA.

**If you would like any further information or have questions, please email
fbaeducation@fambiz.com.au.**