

**Assessing HPC CPD profiles**

<b>Standard</b>	<b>Minimum level required</b>	<b>Examples</b>	<b>Evidence accepted</b>
<b>Record of CPD</b> (maintain cont. up to date and accurate record of CPD activities)	Monthly record? Date, time, title	CPD log/ (we will need to draft this) CPD on line diary (BPA have this already)	List of activities, with dates and times
<b>Mixture of CPD</b> Dem. that CPD is a mixture of learning activities)	20-30% of each? work based/prof activity/ self directed/formal	CPD log/ CPD on line diary	List of activities
<b>Quality</b> (seeks to ensure that CPD has contributed to practice and service delivery)	Evidence of annual appraisal Evidence of ONE audit, quality assurance exercise, involvement in PI exercise every 12 months??	PDPs, (how you have updated your knowledge and skills, identified your learning needs) Audits, CG, QA, service review exercises	PDPs/KSF reviews Record of mentoring activities Record of audit activities Record of CG activities
<b>Benefits to users</b> (seeks to ensure that CPD benefits service user)	Self appraisal in personal statement/log/diary  User feedback	How has my learning benefitted service users? (eg Communication skills? Meeting needs of population I serve? Addressing ethical issues? Learning new technique?)  Patient satisfaction ratings Letters from patients Involvement in PI activity	Personal statement      Copies of questionnaires Anonymised letters?

<b>Profile</b> (Submit a written profile of evidence upon request)	Up to 2000 words (work history plus personal statement) CPD log/on line diary evidence Evidence of CPD	Up to 2000 words CPD log/on line diary evidence Evidence of CPD	Up to 2000 words CPD log/on line diary evidence Evidence of CPD
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