

# Continuing Professional Development (CPD)



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## What is CPD?

CPD refers to any activity which helps the PP Practitioner learn and develop their skills and knowledge so that they can:

- Maintain their competence to practice ethically and effectively
- Stay up to date with advances in the field in terms of research, theory and practice
- Develop their expertise in new fields and domains of practice or subject areas within PP to expand their practice in line professional development goals
- Contribute to the ongoing standing and development of the profession

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## CPD Activities

CPD can include a number of different activities including:

- Attending formally organised courses, workshops or training events
- Informal personal study in line with learning development goals
- Professional activity such as attending or presenting at a conference or serving on relevant committees for professional bodies or service users
- Reflective practice including personal logs or systematic practice review, supervision and participation in peer practice groups
- Carrying out research and /or publication of professional peer reviewed material
- Other professional writing including courses, books, training and blogs which involve reviewing and disseminating literature on PP theory, research and practice

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## CPD Logs

PPG requires practitioner members to keep a log of their CPD although there is no specific guidance on how much CPD is required in terms of hours or form. Other professional bodies typically suggest half to one day CPD per month and we suggest this might be an appropriate guideline although needs may vary between practitioners and at different times during a career path. A mixture of different types of CPD activities is a common requirement by psychology and coaching organisations, and we also advocate this as best practice.

It is also good practice to have a professional development plan to guide your choice of CPD and to review this regularly. PPG have suggested guidelines on crafting a professional development plan, please let us know if you would like these. A co-coaching based Peer Exchange could be another way of reviewing professional development. Again, we have some guidelines on this process if you would like support.

We have a broad view of CPD based on the benefits for:

- The practitioner, in terms of ongoing learning or skill/ personal development.
- The clients or service users.
- The quality of their practice or service delivery.

We provide the following table as a guideline for how you might choose to record your CPD, this is a suggestion only and you are free to keep your log in whatever form is most appropriate for your practice.

Type of CPD: Formal study, informal study, Professional activity, Reflective practice, Research or professional writing	Provider, if appropriate	Details of course/ activity/ Date	Hours	Benefits to practitioner/ clients/ service delivery	Evidence of activity if appropriate (link to certificate)

*This policy has been approved & authorised by:*

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**Date:** 03/11/2022

**Signature:**

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**Review of Policy:**