

CPD Activities

The table below sets out some examples of CPD activities you can undertake and examples of the types of evidence you could keep in your portfolio. It is not an exhaustive list. It also indicates whether an activity is individual or participatory.

However, please exercise your judgement in deciding whether an activity is participatory or not. Many activities can be participatory if you personally interacted with other people.

CPD activity	Suggested evidence to include in portfolio	Potential type of activity
Structured learning (direct or distance learning style)	Certificate of completion, notes, learning outcomes	Individual/Participatory
Accredited higher education or training	Certificate of completion, notes, learning outcomes	Individual/Participatory
Mandated training specifically relevant to role/scope of practice	Certification of completion, learning outcomes	Individual
Learning events such as workshops, conferences	Certificate of attendance	Participatory
Reading and reviewing publications	Copies of publications read, review notes including practice related outcomes	Individual
Enquiry based research	Copies of publications or data reviewed, notes including practice related outcomes	Individual
Peer review activities	Evidence of peer review including notes, observations and outcomes	Participatory
Coaching and mentoring (role in either delivery or being a recipient)	Evidence of coaching/mentoring undertaken including letters, notes, observations and practice related outcomes	Participatory
Structured professional supervision	Evidence of supervision including signed letters, notes, observations and practice related outcomes	Participatory
Undertaking short supervised practice for specific skills development	Evidence of participation including signed letters, notes, observations and outcomes	Individual/Participatory

Group or practice meetings	Evidence of participation and role including signed letters, notes, observations and outcomes	Participatory
Participation in clinical audits	Evidence of participation and role including signed letters, notes, observations and outcomes	Participatory
Practice visits to different environments relevant to scope of practice	Evidence of participation including signed letters, notes, observations and outcomes	Individual/Participatory