CPD Portfolio

Your CPD portfolio should include information about:

1. Your CPD plan - the learning goals that you have identified and how you plan to meet them

2. CPD activities – each activity that you complete

3. Your reflection on each completed CPD activity and how it affected your practice (you can write a brief summary here but attach / reference location of the full reflection elsewhere).

4. Evidence that you have completed each activity

My Contact Details:

First Name:	Last Name:	Profession:
Registration Number:	Contact Number:	Address:
Email Address:		

Learning Goals	Planned CPD Activities	Completed CPD Activities	Date	Number of Hours and Category / Type	Reflection on Learning and Impact on Practice
Identify and plan your own learning goals [you may add or change your goals throughout the year]	*Identify activities that may help to meet your learning goals*	*List:* • *The activity completed* • *The provider/source* • *The evidence of completion that you have retained*	*Date Completed*	*E.g Self-Directed Learning or Interactive*	*Record:* • *The learning goal that the activity was intended to meet* • *Your reflection on the activity and what you learned* • *Whether your learning goal was met* • *How what you learnt has/hasn't changed your practice*

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