

Continuing Professional Development Record



Title:

Date:

Reflection

What do you want to learn to do?

How have you identified this learning objective?

What methods did you use to identify this objective?

Who is driving this?
(optional)

What skills, knowledge, attitudes and behaviours will you need to develop?
(optional)

To which areas of competence does this learning objective relate?(optional)

Planning

Urgency: By when will you need to meet this learning objective?

Importance: What will be the impact of your learning on you, users of your services, colleagues and organisations to whom you are contracted?

Impact on you:	Impact on the users of your services/products:	Impact on colleagues:	Impact on organisation:

Action

What activities could you undertake to meet this need?

Description	Action Category (optional)	Advantages/Disadvantages	Selected	Time Taken	Date Completed	Add to CE
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What have you learned as a result?

Evaluation

Has your learning objective been met?

CPD record for - membership number