

**Psychology Board of Australia**

**Continuing professional development learning plan**

**Plan to commence on : Month \_\_\_\_\_\_\_\_ Year \_\_\_\_\_\_\_\_**

Each year a psychologist should review their practice, identifying areas of need for the following year. These goals should form part of a continuous improvement cycle to consolidate and add to knowledge, skills and competency in the practice of psychology. This review may be undertaken in the context of peer consultation.

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| --- | --- | --- | --- |
|  | Area of need 1 | Area of need 2 | Area of need 3 |
| **Learning needs identified** |  |  |  |
| **Type of activities proposed to meet this need**  (peer consultation, seminar etc.) |  |  |  |
| **Dates proposed activities planned**  (weekly/monthly/specified dates if known)  Note: these dates can be adjusted |  |  |  |
| **Outcomes anticipated** |  |  |  |
| **Review Date:** |  |  |  |
| **Outcomes achieved**  Towards the end of the year, review the progress and success or failure to meet these needs. In addition, evaluate all the completed CPD undertaken (even if it was not related to these needs) and reflect upon future needs and goals. |  |  |  |

Name of psychologist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Continuing professional development activity log**

Continuing professional development is the means by which members of the profession maintain, improve and broaden their knowledge, expertise and competence, and develop the personal qualities required in their professional lives. Active CPD: Refers to continuous professional development activities that engage the participant in active training through written or oral activities designed to enhance and test learning.

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| --- | --- | --- | --- | --- | --- |
| **Date of activity** | **Type of activity**  (Workshop, reading, seminar, conference) | **Active CPD**  (Y/N) | **Activity details**  (e.g. name of course, presenter, institution etc.) | **Specify endorsed area of practice**  (e.g. clinical) | **Duration** |
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|  |  | | Total Hours | |  |
|  |  | | Hours Active CPD | |  |
|  |  | | Hours Endorsed Area of Practice CPD | |  |

**Note:** Verification of CPD (e.g. receipts, flyers, citations, certificates of attendance) should be attached. Additional information in the form of a professional development journal should be attached to provide a written outline of the content and relevance of each activity

Name of psychologist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Peer consultation log**

Peer consultation: means supervision and consultation in individual or group format, for the purposes of professional development and support in the practice of psychology and includes a critically reflective focus on the practitioner’s own practice. Time spent focusing on another’s practice within group or individual consultations can be counted as active CPD.

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Focus of Peer Consultation**  (topic, issue, problem) | **Colleagues involved**  (who you consulted) | **Total Duration** | **Duration** focused on own practice | **Signature(s)** of colleagues |
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|  |  |  | Total Minutes | Peer Consult Minutes | Active CPD Minutes (Total minus Peer) |

Note: Additional information in the form of a peer consultation journal should be attached to provide a written outline of the content and relevance of the consultation.

Name of psychologist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Psychology Board of Australia**

**Professional Development Journal**

|  |  |
| --- | --- |
| Date | Professional Development Journal |
|  |  |

A professional development journal is a written outline of the content and relevance of each CPD activity. Please write ½ - 1 page of reflection and learning per CPD hour being claimed as professional development. Please include the action taken in response to this learning.



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**Peer Consultation Journal**

|  |  |
| --- | --- |
| Date | Peer Consultation Journal |
|  |  |

A peer consultation journal is a written outline of the content and relevance of each peer consultation. Please write ½ - 1 page of reflection and learning per CPD hour being claimed as peer consultation. Please include the action taken in response to this learning.