

# Continuing Professional Development

Practice hours

**Section 2 of your portfolio Continuing Professional Development (CPD)**

5 pieces of practice related feedback

5 Reflective accounts

Reflective discussion

Confirmation

# The requirement

You must have undertaken continuing professional development (CPD), relevant to your scope of practice as a nurse or midwife, in the three year period since your registration was last renewed or you joined the register. You must also keep a record of this.



# 35 Hours

Of these 35 hours of CPD, 20 must include participatory learning

# How to meet the requirement

The NMC does not specify any particular type of CPD which you should follow.

You are best placed to decide what is most suitable and beneficial for you.

Any CPD must be relevant to your scope of practice.

CPD does not have to be in a classroom environment.

20 hours of CPD must include participatory learning.

# What counts as CPD

- Structured learning
- Accredited higher education
- Mandatory training relevant to scope of practice
- Workshops and conferences
- Reading and reviewing publications
- Coaching and mentoring
- Research.

Participatory learning includes any activity where you personally interact with other people. This can be face to face or in a virtual environment.

# How to evidence your CPD

You should keep a record of all CPD you undertake including:

- The method
- A description of the topic and how it relates to your practice
- Dates undertaken
- Number of hours (including participatory)
- Which part of the Code is most relevant to the activity
- Evidence that you undertook the activity, which may include:
  - Certificates of completed courses
  - Notes
  - Learning outcomes
  - Notes and practice outcomes
- **You must not record any information that may identify any individual, whether that individual is alive or deceased.**



# CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

## LOG TEMPLATE

Please provide the following information for each learning activity, until you reach 35 hours of CPD (of which 20 hours must be participatory). For examples of the types of CPD activities you could undertake, and the types of evidence you could retain, please refer to Guidance sheet 3 in *How to revalidate with the NMC*.

### Guide to completing CPD record log

#### Examples of learning method

- Online learning
- Course attendance
- Independent learning

#### What was the topic?

Please give a brief outline of the key points of the learning activity, how it is linked to your scope of practice, what you learnt, and how you have applied what you learnt to your practice.

#### Link to Code

Please identify the part or parts of the Code relevant to the CPD.

- Prioritise people
- Practise effectively
- Preserve safety
- Promote professionalism and trust

Dates:	Method Please describe the methods you used for the activity:	Topic(s):	Link to Code:	Number of hours:	Number of participatory hours:
				Total:	Total:

(Please add rows as necessary)

# What the confirmer needs to see

**Evidence that 35 hours CPD (including 20 hours participatory learning) has taken place**

In your online application to the NMC you need to tick a box to declare that you have met the CPD requirement.

You do **not** need to upload evidence of CPD to the NMC.