# Public Consultation on Continuing Professional Development: Standards and Requirements

CORU is seeking feedback on a framework scheme for continuing professional development (CPD).

The framework sets out the parameters for a CPD scheme for each of the 12 Registration Boards and the profession it regulates, ensuring that despite the diversity of professions to be regulated, set guidelines remain common.

The parameters were developed by CORU following a national and international review of CPD and professional regulation in other jurisdictions, along with engagement with the representative bodies of the 12 professions and other key stakeholders.

CPD is a core element of the new regulatory environment. Once a practitioner registers, there is a duty on them to engage in CPD. CPD contributes to safe, appropriate practices and is critical in protecting the public.

The framework scheme has been published on www.coru.ie. It can also be requested by emailing consultation@coru.ie or contacting CORU on 01 2933160.

Following the close of the consultation period, feedback will then go to the Health and Social Care Professionals Council for approval and subsequent adoption and adaptation by the Registration Boards this summer.

Your feedback will help inform the development of the CPD scheme for health and social care professionals.

The consultation process will close at 5pm on Tuesday 23rd April 2013. Any submissions received after this time will not be considered. A report on the consultation process will be published following consideration of the submissions received.

1. Personal Information (you do not need to provide your personal information if you would prefer not to)

Personal Information (you do not need to provide your personal information if you would prefer not to)   First name:

Surname:

Email:

Telephone number (fixed):

Telephone number (mob):

2. Would you like to be added to our database so we can contact you regarding future developments?

Would you like to be added to our database so we can contact you regarding future developments?   YES
   NO

3. Are you contributing to this survey in (please tick one)

Are you contributing to this survey in (please tick one)   a personal capacity?

on behalf of an organisation?

If on behalf of an organisation, please specify:

4. How did you hear about this consultation? (please tick as many as apply)

How did you hear about this consultation? (please tick as many as apply)   On www.coru.ie

On another website

By email

Other (please specify)

5. The following definition of CPD is proposed in the framework document:

"Continuing professional development is the means by which health and social care professionals maintain and improve their knowledge, skills and competence and develop the professional qualities required throughout their professional life. CPD is

an important component in the continued provision of safe and effective services for the benefit of service users."

Do you think this definition provides a clear statement of the purpose and desired outcomes of continuing professional development?

The following definition of CPD is proposed in the framework document:"Continuing professional development is the means by which health and social care professionals maintain and improve their knowledge, skills and competence and develop the professional qualities required throughout their professional life. CPD is an important component in the continued provision of safe and effective services for the benefit of service users."Do you think this definition provides a clear statement of the purpose and desired outcomes of continuing professional development?   YES

NO

Use the space below to elaborate on your answer.

6. All registrants are required to undertake CPD as a condition of their registration. The standard for CPD is set out in the framework for the Code of Professional Conduct and Ethics, in the section Standards of Performance. "The registrant must make sure that his/her knowledge, skills and performance are of a high quality, up to date and relevant to their practice. Registrants are required to maintain and develop professional competence by participation in continuing professional development".

The CPD requirements (page 12 of framework document) set out what the registrant has to do to demonstrate how s/he meets the standard for CPD.

Do you think that the requirements are clear?

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NO

7. What are your views on the proposed requirements for CPD? Please answer in the space provided.

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8. Is the explanation of the stages of the CPD process clear and easy to understand (pages 14 to 17 of document)?

Is the explanation of the stages of the CPD process clear and easy to understand (pages 14 to 17 of document)?   YES

NO

If no, please specify how this could be improved.

9. The proposed process for registrants when undertaking their CPD is set out in the five stages:

1. Review
2. Plan
3. Implement
4. Reflect
5. Demonstrate

Please provide any comments or observations on the 5 stage CPD process, in the space below.

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10. The CPD portfolio is the means by which the registrant maintains a record of their CPD throughout each 24 month cycle. The portfolio has five elements:

1. Professional Practice and Practice Setting
2. Personal Learning Plan
3. Record of CPD Activities
4. Reflections on CPD Activities
5. Evidence of CPD Activities.

Is the explanation of the elements of the portfolio, provided in the framework document, clear and easy to understand? (pages 18 & 19)

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NO
Please give details in the space provided.

11. Do you think the CPD portfolio, as proposed, is an appropriate way for registrants to maintain their CPD records on an ongoing basis and document their compliance with the CPD requirements?

Do you think the CPD portfolio, as proposed, is an appropriate way for registrants to maintain their CPD records on an ongoing basis and document their compliance with the CPD requirements?   YES

NO

Please give details in the space provided.

12. To monitor compliance with the scheme a random selection of registrants from each profession will be required to submit their portfolio for audit at the end of each 24-month cycle.

Are the stages of the proposed audit process clearly presented and easily understood (pages 21-24)?

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NO

Please elaborate on your answer in the space provided.

13. The criteria that will be used by the assessors when they are assessing CPD portfolios are set out on pages 25 & 26 of the framework document.

Do you think the assessment criteria will act as a useful prompt for registrants on how to ensure their CPD portfolio meets the CPD requirements?

[?] The criteria that will be used by the assessors when they are assessing CPD portfolios are set out on pages 25 & 26 of the framework document. Do you think the assessment criteria will act as a useful prompt for registrants on how to ensure their CPD portfolio meets the CPD requirements?   YES
[?] NO
Please elaborate on your answer in the space provided.

14. Appendix 1 (pages 28-30) presents a list of CPD activities and gives examples of appropriate supporting documentation for each activity. This list, whilst not exhaustive, is intended to guide and assist registrants when planning and undertaking CPD.

Are there other learning activities that should be added to the list?
[?] Appendix 1 (pages 28-30) presents a list of CPD activities and gives examples of appropriate supporting documentation for each activity. This list, whilst not exhaustive, is intended to guide and assist registrants when planning and undertaking CPD. Are there other learning activities that should be added to the list?   YES
[?] NO
Please elaborate on your answer in the space below.

15. Have you any comments on the supporting documentation examples (Appendix 1) listed for each of the CPD activities? (Please be specific in your answer)

Have you any comments on the supporting documentation examples (Appendix 1) listed for each of the CPD activities? (Please be specific in your answer)

16. Appendix 2 (pages 31-37) presents templates for each of the five elements of the CPD portfolio. These templates are designed to aid and guide the registrant in the process of building and maintaining their CPD portfolio. A registrant can choose to use these templates or if there is an alternative template available from their professional body, employer or other representative body this may also suffice. Templates are provided for:

1. Professional Practice and Practice Setting
2. Personal Learning Plan
3. Record of CPD Activities
4. Reflections on CPD Activities
5. Evidence of CPD Activities.

Do you think the templates provide a useful resource for registrants undertaking CPD?

Appendix 2 (pages 31-37) presents templates for each of the five elements of the CPD portfolio. These templates are designed to aid and guide the registrant in the process of building and maintaining their CPD portfolio. A registrant can choose to use these templates or if there is an alternative template available from their professional body, employer or other representative body this may also suffice. Templates are provided for: 1. Professional Practice and Practice Setting 2. Personal Learning Plan 3. Record of CPD Activities 4. Reflections on CPD Activities 5. Evidence of CPD Activities. Do you think the templates provide a useful resource for registrants undertaking CPD?   YES

NO

Please elaborate on your answer in the space below, highlighting changes you would recommend.

17. The framework facilitates the registrant maintaining their CPD records in hard copy or electronically, and to use the templates provided or alternatives provided by professional bodies, employers or other relevant bodies. Have you any comment on this flexibility regarding CPD records?

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18. It is proposed to develop the following supporting documentation once the CPD policy is confirmed:

• Registrants guide to the standard and regulations
• Assessors guide to the standard and regulations
• Employers guide to CPD
• Sample portfolios for the different professions.

What other supporting documents could CORU provide?

Please use the space provided below.

It is proposed to develop the following supporting documentation once the CPD policy is confirmed: • Registrants guide to the standard and regulations• Assessors guide to the standard and regulations• Employers guide to CPD• Sample portfolios for the different professions. What other supporting documents could CORU provide? Please use the space provided below.

19. Did you find this consultation form useful?

[?]Did you find this consultation form useful?   YES

[?]NO

Please provide any comments on the consultation feedback form:

Thank you for participating in this consultation process. Your views will be taken into consideration.
If you have any queries please contact CORU on 01 2933160 or email consultation@coru.ie

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