Planning your CPD form – example

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| --- | --- | --- | --- | --- |
| Name | CPD year | Registration ID | Signature | Date |
| Jennifer Naismith | 1/12/2011 – 30/11/2012 | xx | Jennifer Naismith | 18/11/2011 |

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| --- | --- | --- | --- | --- |
| Identified learning need | My learning objective | Planned learning activity | Estimated CPD hours | Target completion date |
| Learning by oneself | Learning with others |
| Update knowledge on Osteopathy Board of Australia guidelines and risk management | Learn the most recent information on record keeping, informed consent and patient communication | Osteopathy Board of Australia mandatory CPD topics at Chiropractic and Osteopathic College of Australasia seminar |  | 4 | December 2011 |
| Become more computer literate | Learn to use Microsoft Word efficiently to write patients’ letters quickly | Take computer course in Microsoft Word | 5 |  | January 2012 |
| Improve approach to patients presenting with headache | Improve my case history taking and clinical neurological examination for patients presenting with headache so notes are comprehensive and more efficient | Australian Osteopathic Association seminar |  | 4 | March 2012 |
| Pursue interest in treating children with coordination difficulties | Get an introduction to the overall factors involved in treating children with coordination difficulties | Observe an osteopath experienced in this work (Deborah Carter) |  | 2 | May 2012 |
| Update knowledge on informed consent | Learn the most recent information on informed consent particularly in relation to the treatment of children | Online e-learning course or reading latest information from relevant publications | 2 |  | July 2012 |
| Learn more about spondylolisthesis | Update my knowledge and skills in the diagnosis, clinical examination and treatment of spondylolisthesis and for referral options | Study group, reading textbooks and journals | 2 | 2 | July 2012 |