

Supervised practice: Plan for professional development

Who needs to complete this form?

This document applies to those *osteopaths* returning to practice after an absence *greater than three years* or who do not satisfy the recency of practice registration standard of 400 hours of practice in their current domain in the past three years or who wish to change their current domain of practice¹.

When do they complete it?

An osteopath needs to complete this form, in conjunction with a draft supervised practice plan, when:

- osteopaths returning to practice after an absence of greater than three years, or who have less than 400 hours of practice in their current domain in the previous three years and the requirements of recency of practice are not satisfied
- osteopaths changing their domain of practice
- osteopaths moving back into a clinical role from a non-clinical role
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What to read before completing?

Before completing this attachment, the osteopath should read the Osteopathy Board of Australia's:

- *Recency of practice registration standard* and the *Continuing professional development registration standard* published under the *Registration Standards* section of the Board's website
- *Information for Osteopaths: Satisfying recency of practice and returning to practice for osteopaths* published under the Fact Sheets and FAQ of the *Policies, Codes and Guidelines* section of the Board's website.

What other documents need to be completed?

This form needs to be submitted with the following documents:

- the relevant registration application form and all associated documents
- a CV in the Australian Health Practitioner Regulation Agency (AHPRA) standard format, detailing any gaps in your practice history of more than three months from the date you obtained your qualification² (if not already attached to a registration application form)
- a signed supervision agreement
- a supervised practice plan.

Who do you send it to?

All documentation should be sent to the AHPRA office in your capital city, as listed on *Contact us* section of the AHPRA website (www.ahpra.gov.au).

¹ The Recency of Practice Registration Standard at <http://www.osteopathyboard.gov.au/Registration-Standards.aspx> sets out the requirement for practicing for 400 hours in the current domain of practice. A domain of practice can include clinical practice, academic practice, or another domain that involves the use of osteopathic knowledge and skill

² The AHPRA standard CV format guideline may be found under *Registration* on the AHPRA website at <http://www.ahpra.gov.au/Registration/Registration-Process/Standard-Format-for-Curriculum-Vitae.aspx>

Plan for professional development

Name of practitioner	
Registration number (if known)	

Proposed role	Previous field of practice	
	Details of proposed field of practice	
	Description of employment Include: <ul style="list-style-type: none"> • hours of work • employee status, e.g. locum, permanent 	

Learning needs analysis

You should consider the knowledge and skills that are required for the position within which you are returning to practice in order to determine any gaps in your knowledge and skills. You should then develop a **program** to address your learning needs.

List any gaps in knowledge and skills and provide the measures to address these. For example, list any professional development, training or programs to be completed. Include goals to be achieved and expected outcomes and timeframes for achievement of goals. (Attach a separate sheet if insufficient space.)

Learning needs	How you will address these learning needs

Professional development activities

1. List below any professional development activities you have undertaken in the 12 months prior to the submission of your plan:

1	
2	
3	
4	
5	
6	
7	
8	

2. Where possible, attach a summary of the professional development activities that you plan to undertake in the next 12 months that meets the minimum requirements in the Board's *Continuing professional development registration standard*.