

NAVP CPD ACTIVITY SHEET

Category details and requirements

NAVP CPD Categories and Credits

CATEGORY 1: SHORT COURSES ON PROFESSIONAL ISSUES:

Talks, day or two-day courses/seminars undertaken in areas of special interest to your work.

Attending Conferences/NAVP AGM.

Includes issues relating to personal as well as professional development.

Requires a certificate of attendance.

Credits: 1 credit = 1 hour.

CATEGORY 2: STUDY FOR FURTHER QUALIFICATIONS:

Certificated courses.

BSc/PgD/MSc.

Research.

Requires a graduation certificate.

Credits: 1 credit = 1 hour.

CATEGORY 3: PROFESSIONAL ACTIVITY:

Active committee work for a professional body.

Encouraging the development of others i.e students on an accredited VP degree course or NAVP members: lecturing/tutoring/examining/mentoring.

Organising/delivering an accredited course relating to your profession.

Presenting at a Conference.

Writing articles relating to your profession.

Credits: 2 credits = 1 hour.

CATEGORY 4: PERSONAL/PROFESSIONAL DEVELOPMENT:

Self-directed learning.

Reflective practice.

Work shadowing/in work training.

Reading journals/articles/books.

Webinars.

Requires a reflective account of how this has benefited your work.

Credits: 1 credit = 1 hour.

Category 1 – Short courses on professional issues.

Category 2 – Study for further qualifications.

Category 3 – Professional activity.

Category 4 – Personal/professional development

At least 7 credits per year must be from attending a lecture/seminar/webinar.

Categories claimed (please indicate) 1 2 3 4

No. of hours claimed.....

(Minimum number required is 50 credits which may be accrued over two years)

Signed..... Date.....

NAVPP CPD Record sheet – 50 CPD credits required over two years.

Time period: March 2023 to March 2024

Date	Activity	Verification signature	Hours

Total hours credited

This record card should be filled in after each CPD activity and must be available for checking at any time as required by the NAVPP guidelines. CPD certificates should be retained and are only needed to be presented if requested.

*MSc students: please note you must fill in the CPD form. Fill in the date, the title of your research (if you currently have a title) and the date of expected completion.

Example:

1-3-15 MSc student.' Effect of ultrasound on scar tissue'. Completion: July 2016. YOUR SIGNATURE