

## Continuing Professional Development (CPD) Log Template

### Guide to completing your CPD log

#### The CPD requirements for practitioners are the following:

- To complete a minimum requirement of 15 hours of relevant CPD, and 75 hours over a 5-year cycle;
- Of the minimum 75 hours, at least 25 hours (1/3<sup>rd</sup> of the minimum required CPD) will relate to the UKPHR four areas of practice.
- Half should also relate to the individual's PDP;
- The remainder of the CPD hours can be self-selected allowing personal choice and development and linked to appraisals and personal development plans (PDP), peer support arrangements or other ways of progressing work-focussed performance objectives;
- A short reflective note (of a maximum of 150 words) must accompany all CPD entries, including those which registrants self-certify.
- For further information on CPD for practitioners, please refer to our updated policy and guidance on CPD at <https://www.ukphr.org/as-a-practitioner/>

Dates	CPD Activity	Where did this activity take place?	Evidence of completion (course papers, curriculum, certificate or CPD accreditation)	Reflective Comment	Does it relate to the UKPHR four areas of practice? (Please tick)	Number of hours

