



CPD

Association of Renal Technologists

Continuing Professional Development Scheme

ASSOCIATION OF RENAL TECHNOLOGISTS CPD SCHEME

What is CPD?

Continuing Professional Development (CPD) is intended to make sure that you keep your skills and knowledge up to date as technology and the rules change and you are given new responsibilities. It does this by keeping track of the amount of training and development you undergo. CPD is of vital importance for every engineer or technologist, for keeping up the efficiency and competence of the department, and for the development of the profession as a whole.

At present there is no compulsion, but it is not hard to imagine a future in which CPD will be a condition of Registration, which in turn will be an essential requirement of the job.

CPD Scheme for Renal technologists

The scheme tries to reflect the diversity of sources of training and development, including low- and zero-cost options. It is important to note that attending training events for which fees are paid is not the only method of keeping up to date with one's subject, maintaining one's competence and gaining CPD credits.

The general idea is that every learning activity scores CPD Points, at a rate, which is roughly equivalent to one point per educational hour. You are expected to reach the target of 20 units per year averaged over 2 years.

Evidence of all learning experiences that attract CPD points should be kept in each individual's portfolio. This should be kept up to date as in the future audits will be carried out to ascertain that learning was achieved.

Rules of the Scheme

CPD Units

- Staff will be expected to achieve 20 CPD units per annum on a rolling 2-year average. With a maximum of 10 CPD units from any one category, in a year.
- The eligibility of any activity for CPD credits will be ultimately at the discretion of the Head of Department.
- Meetings organised by ART and other professional bodies will count for their published CPD units.
- Other international, national or nationally advertised, locally organised scientific meetings must be considered case by case, with respect to the level aimed at and the development needs of the registrants attending.
- Taking part in an activity may earn CPD credit for the individual, even if the event as a whole does not qualify.

Mentoring

- Everyone registered on the scheme will choose and be assigned to a mentor, usually a senior member of staff but not necessarily their line manager. Individuals should be free to choose mentors with whom they feel comfortable and can establish the relationship of mutual trust and respect that is vital to the success of the mentoring process.
- The mentor should agree any learning opportunity. In addition with every opportunity relevance must be clearly evident.

Category 1

Educational Attachment	
Participation as a learner:	1 unit per educational hour
Participation as a teacher each project	6 units per teaching hour
first delivery	1 unit per teaching hour
subsequent deliveries	

Category 1 is normally confined to international, national or nationally advertised, locally taught courses. Appropriate equipment-specific training is an essential part of technician continuing development and, while not nationally advertised, is provided nationally by the manufacturer and is therefore included here.

Category 2

Approved Scientific Meeting	
Attendance	1/2 unit per educational hour
Speaker:	
First delivery	10 units per hour
Subsequent deliveries	5 units per hour
Poster	5 units
Abstract	1 unit
Organising or appearing on the official list of organisers (member of scientific programme or organising committee) of a nationally advertised meeting.	5 units per event

Category 3

Individual Structured Study	
Structured Study	1 unit per educational hour
Unforeseen learning opportunities	1 unit per educational hour
Journal reading agreed with a mentor and or manager, evidence in portfolio	1 unit per educational hour
Participation in User Group meetings if it is educational/developmental for the individual	1 unit per educational hour

Structured Study must have a clear target in mind, agreed with the mentor who will want to be assured that the target has been met.

Category 4

Scientific Activity	
Research and development project or other innovative work, including circuit or mechanical design or protocol development	Up to 20 units depending on the duration and degree of innovation displayed.
Article published in a refereed journal principal author(s)	10 units
Accepted provisional patent	5 units for each author
Commissioned paper for government department or national advisory body	20 units
Non-refereed invited article / book review in a professional scientific publication	2-5 units
Editor of a multi-author work	10 - 20 units
Sole or joint author of a book	20 - 50 units
Invited referee of a paper or grant application	5 units

Category 5

Qualifying local activities	
Participation as a learner:	1 unit per educational hour
Participation as a teacher: first delivery subsequent deliveries	6 units per teaching hour 1 unit per teaching hour
Proffered paper or poster	5-10 units

The following can be approved under this category.

- Giving lectures for nurses, physiotherapists, etc., by invitation, even if this is away from the registrant's place of employment
- Teaching at or attending lectures or meetings organised by other professional organisations.
- Teaching at regional training days of any description.
- Attending or teaching on in-house (departmental) seminar programmes.

Category 6

Professional activities	
Membership of: Committees Scientific Interest Groups Working parties	5-10 units per year
Holders of senior office in professional body	5 additional units per year
Chairs of Committees	5 additional units per year
Appointments as: External Examiner	5-10 units
External Assessor for training schemes.	5-10 units
Mentor	2 units
National Assessor	5-10 units per year

Activities NOT attracting CPD Credits

- Within-Trust Health & Safety lectures.
- Within-Trust Fire lectures.

Optional reporting form no.1

Name:		
Venue/course title:		Date:
Learning experience including sub titles	Duration	Points
Outcome/further actions		
Registrant's signature:		Date:
Manager/mentors signature:		Date:

