Continuing Professional Development (CPD) Portfolio

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Introduction

The Continuing Professional Development (CPD) Portfolio has been written to assist you in recording your CPD activities. You can complete it by either saving this document and then filling out the text fields, or printing it out and writing on it.

The Nursing and Midwifery Board of Ireland states that CPD can incorporate a range of activities, experiences and processes in both a structured and informal learning context. Each nurse or midwife is responsible for undertaking their own CPD in order to continually develop their practice and knowledge to maintain competence.

https://www.nmbi.ie/Standards-Guidance/Scope-of-Practice/Considerations-in-Determining-Scope/Continuing-Professional-Development

Personal Information

Name:			
Title:			
Workplace:			
Home address:			
Telephone:	(home)	(mobile)	(work)
Email:	(home)		(work)
State/Territory of current registration:			
Current Registration number/s:			
Additional Information:			

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Qualifications

Examples include Certificates, Degrees in Nursing/Health Science

Initial Nurse/Midwife Qualification(s)	Name of Training Institution	Dates of Training Program(s)

Other Qualifications	Name of Institution	Dates of Training Program(s)

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Documenting your CPD hours

You may participate in and record a range of CPD activities that are relevant to your area of practice.

Possible examples of activities include:

- E-learning/distance learning
- Structured learning
- Workshops or conferences
- Reading and reviewing publications
- In-service education
- Mandatory training specifically relevant to role/scope of practice
- Enquiry based research
- Peer review activities
- Coaching and mentoring (delivery or recipient)
- Clinical supervision
- Participation in clinical audits

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Documentation of CPD

Date	The CPD method	Topic description	How it relates to practice	CPD hours completed	How will you change your practice as a result of completing the activity

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Documentation of CPD (cont)

Date	The CPD method	Topic description	How it relates to practice	CPD hours completed	How will you change your practice as a result of completing the activity

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