

'Enhanced CPD' Worksheet.



Background.		
This work sheet has been designed to assist me with your reflection on the training you have recently undertaken. Using it will support you in recording 'enhanced' CPD under the CIEH's CPD scheme. (See note 1 below)		
Title of Training Event		
Date of Training Event		
Venue of Training Event		
Name of Trainer		
Part 1		
I have a Professional Development Plan, that supports and includes my training needs (See note 2 below)	Yes	No
My objectives in attending this event were:		
What I have learned from the event		
My plan for applying what I have learned to my work practice is:		
I will reflect on this learning in () weeks/months time.		Date:
Signature of another CIEH Member		Date:
Membership number		

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Part 2		Chartered Institute of Environmental Health	
How my practice has changed since I carried out the initial reflection on this event			
What I need to do to develop this learning further			
I plan to record () hours CPD for the Training Event, and () hours 'enhanced' CPD for the activities associated with this work sheet.			
I plan to use this learning as part of a 'CPD plus' portfolio. (See note 3 below)		Yes:	No:
Signature of Member		Membership No:	Date:
Signature of another CIEH Member		Membership No:	Date:

When you have completed the reflection associated with this learning and this worksheet, retain the worksheet as part of your CPD records, and any other appropriate purpose (e.g. an experiential learning portfolio)

Further detail of the CIEH's CPD scheme can be found on:

http://www.cieh.org/careers_and_development/professional_development/continuing_professional_development

Notes:

1. 'Enhanced' CPD is considered to be an optional part of a formal training event, and is undertaken and submitted under Regulation 8(a) of Continuing Professional Development Regulations.
2. Under Regulation 8(f), the preparation of an annual Professional Development Plan attracts 1 hour of core CPD.
3. 'CPD plus' is a method by which the learning you have undertaken can attract formal academic credit and contribute to a higher education award eg. Post-grad certificate, MSc, or Professional Doctorate. For more details on 'CPD plus', please contact Gary Telfer, Principal Education Officer, on g.telfer@cieh.org