



## Factsheet 7

### Continuing professional development (CPD)

The *Continuing Professional Development Registration Standard* stipulates that registrants undertake 20 hours of documented CPD each year and includes a minimum of five hours of CPD in an interactive setting with other practitioners (ATSIHPBA, 2019). The ATSIHPBA CPD Guideline supports the implementation of the CPD Standard.

Those Aboriginal and Torres Strait Islander Health Practitioners who are registered part-way through a registration period must complete a minimum of five hours of CPD for every three months of registration remaining in the registration period.

It is recommended that Aboriginal and Torres Strait Islander Health Practitioners complete annual CPD in the use of scheduled medicines if it is included in the individual scope of practice.

The ATSHPBA's Continuing Professional Development Registration Standard and Guideline is available at: [www.atsihealthpracticeboard.gov.au/Registration-Standards.aspx](http://www.atsihealthpracticeboard.gov.au/Registration-Standards.aspx)

The CPD standard requires that Aboriginal and Torres Strait Islander Health Practitioners:

- reflect, plan and record the learning goals and the activities to meet the goals
- record a reflection on how the CPD activity affects and improves practice
- keep a portfolio of CPD activities, certificates of attainment or attendance, and notes from CPD activity for at least five years for auditing purposes
- declare compliance with the CPD standard requirements at the time of registration renewal.

Learning occurs through a wide variety of CPD activities including formal and informal education. Undertaking day-to-day routine work duties does not contribute to CPD hours.

To support the use of scheduled medicines, broad clinical foundational knowledge is required. In addition to specific scheduled medicines CDP, the following is to be considered:

- understanding the person and their clinical needs
  - understanding the treatment options and how they support the person's clinical needs
  - working in partnership with the person to develop and implement a treatment plan
  - communicating the treatment plan clearly to other health professionals
  - monitoring and reviewing the person's response to treatment.
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The ATSIHPBA does not endorse or accredit CPD providers. When selecting CPD activities, consider:

- the qualifications, credentials and experience of the provider
- selecting a range of topics and activities over time
- choosing activities that are consistent with the ATSIHPBA's other standards and guidance.

To assist with recording CPD activities, an Aboriginal and Torres Strait Islander Health Worker and Practitioner CPD Personal Portfolio has been developed by James Cook University and the Greater Northern Area Regional Training Network and is available at the National Aboriginal and Torres Strait Islander Health Worker Association (NATSIHWA).

[www.natsihwa.org.au/sites/default/files/JCU-GNARTN-Training-Portfolio.pdf](http://www.natsihwa.org.au/sites/default/files/JCU-GNARTN-Training-Portfolio.pdf)

Further resources:

- ⦿ Aboriginal and Torres Strait Islander Health Practice Board of Australia *Continuing Professional Development Registration Standards*
  - ⦿ Personal Portfolio of Training and Continuing Professional Development for Aboriginal and Torres Strait Islander Health Workers and Health Practitioners
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