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| **Standard 1** | **Standard 2** | **Standard 3** | **Standard 4** |
| Maintain a **continuous**, **up to date** and **accurate** record of CPD activities | Demonstrate CPD activities are a **mixture of learning activities relevant** to current or future practice | Seek to ensure that CPD has contributed to the **quality** of their practice and service delivery | Seek to ensure that CPD **benefits** the **service user** |
| **Standard 5 - Only applies when called for HCPC audit**Upon request, present a written profile of own work, supported by evidence, which explains how standards have been met. Remember to maintain confidentiality.  |
| **TRAMm STATIONS –** *Examples only for more suggestions see TRAMm Information Pack* |
| **TELL** | **RECORD** | **APPLY** | **MONITOR (M)** | **mEASURE (m)** |
| Informal/Formal Discussions with colleagues/MeetingsPlanning in supervisionDisseminating InformationTraining/Roadshows/Away DaysPresentations/Conferences/Courses Providing feedback from CPDAnnual Appraisals/Personal development reviewSharing Case StudiesSocial MediaPilot/Projects/Evaluation reportsVerbal reflection | PublicationsService Evaluation/Benchmarking Mind MapsWritten ReflectionsLearning ContractsCPD Record Sheet/PortfolioCPD Certificates of AttendanceAnnual AppraisalsOnline Digital Curation Written documents/leafletsTRAMm Tracker and TrailCurriculum Vitae | New knowledge is used in practiceUtilise a new skill Implement a new intervention/way of workingChange in approach/values/behaviourUse up to date evidence-based practiceAssess financial impact of your learningStop doing something/do something differently as a result of new knowledge Introduce new policies/procedures/strategies | Formal/Informal MentorshipSupervision Peer reviewsFormative AssessmentStudent EducatorSelf-Monitoring through Reflection | Appraisal/Specific Individualised GoalsPerformance IndicatorsLetters of Commendation/AwardsStandards of ProficiencyAuditOutcome MeasuresSkill Acquisition and Improvement Updated ReflectionsPeer ReviewPreceptorshipResearch/Quality Improvement Projects |
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