****

# ISTR BSP CPD Record

# Summary and reflective statements

|  |  |
| --- | --- |
| **Name** |  |
|  |  |
| **Current role** |  |
|  |  |
| **Date of registration/date of start of 3 year cycle** (delete as appropriate) |  |

**Allocating Points**

You can allocate **up to** three points for each activity depending on how much you feel you have improved your knowledge and personally developed from that activity. This will vary depending on the type of the activity, your own previous experience and stage of your career. You can allocate all three points to one section or spread across the three sections depending on the activity.

You need to both describe what you’ve done, but also reflect on how useful it’s been to you in your development; it’s this reflective statement that forms the greatest part of CPD. Remember, CPD isn’t all about receiving new training and attending conferences - an activity can be anything you undertake that you feel updates, maintains or provides you with knowledge.

|  |
| --- |
| **CPD Summary record** |
| **Title**  | **Start Date** | **End Date** | **Points Awarded** |
| Maintenance of Skills  | New Professional Skills | Transferable Management Skills | Total for activity (max 3) |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | Total for cycle |  |

**Record of reflective statements**

(Cut and paste tables as required for additional statements)

|  |
| --- |
| **Title** |
| **Start Date** |  | **End Date** |  |
| **Reflective statement** |  |
| Maintenance of Skills  |  | New Professional Skills |  | Transferable Management Skills |  |

|  |
| --- |
| **Title** |
| **Start Date** |  | **End Date** |  |
| **Reflective statement** |  |
| Maintenance of Skills  |  | New Professional Skills |  | Transferable Management Skills |  |

|  |
| --- |
| **Title** |
| **Start Date** |  | **End Date** |  |
| **Reflective statement** |  |
| Maintenance of Skills  |  | New Professional Skills |  | Transferable Management Skills |  |

|  |
| --- |
| **Title** |
| **Start Date** |  | **End Date** |  |
| **Reflective statement** |  |
| Maintenance of Skills  |  | New Professional Skills |  | Transferable Management Skills |  |