

Reflective learning template

REFLECTIVE LEARNING TEMPLATE

PERSONAL REFLECTION ON CPD ACTIVITIES

Reflecting on your CPD

Good Medical Practice requires you to reflect regularly on your standards of medical practice and on all aspects of your professional work. Reflection should occur as soon as possible following the event, to be contemporaneous and meaningful, even though the impact may occur a significant time after undertaking CPD. This tool can be used to help personal reflection on all types of CPD activities. Please refer to the RCR's CPD Scheme for guidance on the number of CPD points that can be claimed in respect of reflective learning.

Details of activity

Either, details of the event attended; what were your intended learning outcomes of the conference or teaching you attended?

Or, details of what prompted this reflection, such as data from an audit, a complaint or compliment, a significant event, information about service improvements, the result of a workplace-based assessment or feedback from patients / colleagues

What was the learning need or objective that was addressed?

CPD activities should ideally be linked to learning objectives, either agreed as part of your personal development plan (PDP) or those that you have considered desirable for your own development.

Describe how the activity contributed to the development of your knowledge, skills or attitudes.

It may help preparation for appraisal to map your reflections to the GMC's Good Medical Practice:

- Knowledge, Skills and Performance
- Communication/Teamwork
- Quality and Safety
- Maintaining Trust

What was the outcome of the activity?

With the benefit of hindsight, what are your feelings about it?

How does this fit in with your current practice, understanding or attitudes?

How can you incorporate any new understanding or skill you have into your day-to-day practice?

Further learning needs

Have you identified any new learning needs to feed forward into your PDP?

How might you address these?

	Date reflective note completed
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