

## 2024/25 ePortfolio Review Standards

The IOP ePortfolio system checks that the following MINIMUM standards are met in your submitted ePortfolio extract:	Minimum Number Required
CPD cycles which you created in the current year <i>(i.e. 2024 - to include cycles created up until the end of the submission period)</i>	4
CPD cycles which you created in previous years <i>(2020 - 2023 inclusive)</i>	2
CPD cycles which originated from your self-assessment(s) against the PSI Core Competency Framework (CCF) in the current year <i>(i.e. 2024 - to include cycles created up until the end of the submission period)</i>	1
CPD cycles that you started at the Self- Appraisal stage	2
Different ways in which you identified your learning needs* <i>(Self- Appraisal stage)</i>	2
Different learning resource types that you used* <i>(Action stage)</i>	3
Different practice impact types that you identified* <i>(Evaluate Impact on Practice stage)</i>	2
Different Core Competency Framework (CCF) domains that you addressed* <i>(CCF domains are identified in the Self-Appraisal stage of each cycle, for those cycles started at Self-Appraisal. Otherwise, they are identified in the Evaluate Impact on Practice stage of the cycle)</i>	2
<b>*Please note that these criteria apply to the submitted extract as a whole and not to individual CPD cycles</b>	
<b>If referred for review, a SAMPLE of your ePortfolio extract will be reviewed to ensure that a systematic approach has been adopted in recording your CPD in line with the standards outlined below. Your description for each cycle stage should be in your own words.</b>	
<b>Please ensure that you can answer YES to each of the following for EACH CPD cycle submitted:</b>	
<input type="checkbox"/> Are the contents of each stage relevant to the overall topic of your CPD cycle?	
<input type="checkbox"/> Have you described the ways in which you identified your learning needs? <i>(for each CPD cycle starting at the Self-Appraisal stage)</i>	
<input type="checkbox"/> Have you described your plan for your learning? <i>(for each CPD cycle that contains a Develop a Personal Plan stage)</i>	
<input type="checkbox"/> Have you described the actions you took? <i>(Action stage)</i>	
<input type="checkbox"/> Have you described what you learned? <i>(Document your Learning stage)</i>	
<input type="checkbox"/> Have you described the impact(s) on your practice, which may include identification of future action(s)? <i>(Evaluate Impact on Practice stage)</i>	
<b>Please note that duplicated CPD cycles will be disregarded</b>	