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IRISH INSTITUTE OF PHARMACY

Irish Institute of Pharmacy

Sample CPD Cycles 2018

Please note these cycles have been created for demonstration purposes only. They are not intended to be indicative or directive.

They do however provide examples of some of the different approaches that people take when planning and recording their CPD.



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Cycle title	Self-management skills (CCSAT)
Self-appraisal	Self-Management skills have been identified by my CCSAT. I'm going to focus on behaviour 6.1.2; 'Ensures their work time and processes are appropriately planned and managed'.
Develop a personal plan	Ordered "Time matters" by Julia Rowan - Read this. Enrolled on Coursera course: Work smarter not harder - complete this (https://www.coursera.org/learn/work-smarter-not-harder)
Action	Read the book - Completed the Coursera course Have been putting my learnings into action
Document your learning	Got a lot of insights from both the book and the course. I have a completely new method of planning and prioritising tasks. I'm implementing the Do, Delay, Delegate, Delete with my emails - and keeping my inbox clear. I have a new strategy for making sure I'm on time for things- travel time considered in my planning, and scheduling tasks that can be done at the venue ahead of a meeting - so I schedule in 10 minutes to clear recent emails when I get to a venue 10 minutes earlier. I am getting better at identifying productive and unproductive ("busy") work. I now have a work plan, a review technique and a time optimisation strategy.
Evaluate impact on practice	I am now much more organised in my approach, to both work and personal life. I am much better at planning which is reducing my stress and making me much more effective at work and allowing me to be more organised about spending time on high priority issues. Colleagues have commented on the fact that I am more organised, and even family have seen a difference. I'm also impressed by some of the other titles that I have found on Coursera. I am going to do the "Learning how to Learn" course - that will help me to progress my CPD work/cycle.
Selected competencies under the following Domains for this CPD Cycle Organisation and Management Skills	

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Cycle title	Dovonex ®
Action	<p>We have decided to stock Dovonex® in the pharmacy. The PSI issued Guidance on Safe Supply of Dovonex® Psoriasis Ointment by Pharmacists which I must adhere to.</p> <p>I need to read the guidance and create an SOP for the pharmacy.</p> <p>I am going to contact my Dovonex Rep to find out if training tools have been developed.</p> <p>All staff must be trained on the SOP.</p> <p>Which of the following best describes the formality of the activity(s) you undertook?</p> <p>On the job learning</p> <p>What learning resources did you use?</p> <p>Discussion with colleagues</p> <p>Work-based training</p> <p>Other – PSI Guidance</p>
Document your learning	<p>The PSI guidance was very clear on steps which must be carried out before a pharmacist call supply Dovonex® Psoriasis Ointment.</p> <p>I learnt about the conditions when Dovonex can be sold OTC and the associated cautions and contraindications.</p> <p>LeoPharma provided pharmacy staff training tools and patient education resources.</p> <p>I learnt about additional advice I can give patients to help manage their psoriasis and www.dovonexpsoriasis.ie which has a lot of patient information.</p>
Evaluate impact on practice	<p>We have a pharmacy SOP and the team have been all been trained on the process for sale of Dovonex® Psoriasis Ointment and additional patient advice.</p> <p>I am confident we are compliant with PSI Guidance.</p> <p>I can support patients with psoriasis more now as I have a better understanding of how their condition can impact them, and have adapted my counselling points to reflect this.</p> <p>How has this learning/development impacted your practice?</p> <p>Improved performance in role</p> <p>Improved care for patient</p> <p>Shared information with colleagues</p> <p>Modified existing practices</p>
Selected competencies under the following Domains for this CPD Cycle: Professional Practice Safe and rational use of medicines Organisation and Management Skills	

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Cycle title	Parenteral Administration of Medicines and CPR
Develop a Personal Plan	<p>To offer a vaccination service this year I need to; Review the PSI guidance on vaccination Contact the training provider to find out what courses are available. Review my SOP to make sure it is correct.</p> <p>What resources could help you develop in this area? Live Continuing Education program Other – PSI Guidance</p>
Action	<p>I checked the PSI Training plan. As I did not vaccinate last year (2016) I have to complete the face to face training.</p> <p>I called the training company, who explained the course structure. I booked on to Medicines Administration Course and CPR Course.</p> <p>I then registered for the following courses on the IIOP website;</p> <ul style="list-style-type: none">• Responding to an Emergency Situation including the Management of Anaphylaxis• Delivering a Pharmacy-based Vaccination Service• The Administration of Influenza Vaccination (2017/2018)• The Administration of Pneumococcal Polysaccharide Vaccination• The Administration of Herpes Zoster Vaccination <p>Following completion of all of the courses, I need to write SOPs for the pharmacy, train staff and complete a 'practice run' for each vaccination and emergency medicine.</p> <p>Which of the following best describes the formality of the activity(s) you undertook? Certified/accredited learning programmes</p> <p>What learning resources did you use? Live Continuing Education program Print/Online Continuing Education program Other – PSI Guidance</p>

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Document your learning	<p>The medicines administration training was a good opportunity to improve my practical knowledge and skills to administer intramuscular and subcutaneous injections and to prepare the vaccines in pre-filled syringe, vial or ampule.</p> <p>I had administered influenza vaccination previously, but not shingles or pneumococcal vaccines. I learnt a lot about the benefits of these vaccinations.</p> <p>As a consequence of the training, I now feel more confident about providing vaccinations.</p>
Evaluate impact on practice	<p>I am really pleased I am now certified to administer vaccinations. Although I hope I will never have to use them, it is an important service to be able to offer.</p> <p>We have an SOP for each service and completed a 'practice run' in the pharmacy so everyone is aware of where emergency adrenaline is stored and what to do if such an emergency occurred in the pharmacy.</p> <p>I will offer all three vaccines from early October.</p> <p>All staff have been trained in the updated SOP and 'practice runs' completed.</p> <p>We have begun to let our patients know that we will offer influenza along with pneumococcal and shingles vaccines.</p> <p>How has this learning/development impacted your practice?</p> <ul style="list-style-type: none">Improved performance in roleImproved processImproved care for patientShared information with colleaguesImproved my confidence
<p>Selected competencies under the following Domains for this CPD Cycle</p> <ul style="list-style-type: none">Professional practicePersonal skillsSafe and rational use of medicinesPublic healthOrganisation and management skills	

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Cycle title	ePortfolio Review Webinar
Self-Appraisal	<p>As I was randomly selected by the PSI for the next ePortfolio Review, I needed more information on this year's standards on how to submit my CPD extract.</p> <p>So I thought that, being based in a rural area that the webinar could be useful and practical.</p> <p>Select the option(s) which most accurately summarises how you identified this learning or development need.</p> <p>Discussion with peers or other professionals Managing an issue which arose during my work Participating in a live Continuing Education program Performing research</p>
Develop a Personal Plan	<p>I am going to book on and attend the ePortfolio webinar. I am also going to try to get all the available information from IIOP website.</p> <p>What resources could help you develop in this area?</p> <p>Live Continuing Education program Print/online Continuing Education program</p>
Action	<p>I took part in online ePortfolio webinar, spoke with to my colleague, and found some useful information on the website.</p> <p>Which of the following best describes the formality of the activity(s) you undertook?</p> <p>Learning which is structured, but not accredited On the job learning</p> <p>What learning resources did you use?</p> <p>Print/Online Continuing Education program Attending meeting(s) Discussion with colleagues Journal / articles Research / literature</p>
Document your learning	<p>I have learned the structure of each cycle (Self-Appraisal stage, Develop a Personal Plan, Action taken, Documenting of my learning and Evaluation of Impact on my Practice) and what should be included in each.</p> <p>I understand what System and Peer standards are, and how to ensure my extract meets both.</p> <p>I know the timelines for ePortfolio Review.</p>

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	<p>In hindsight I did not need to research the support materials in advance of the webinar as the presenter explained where they were!</p>
Evaluate impact on practice	<p>I now understand the importance of the document your learning section of the CPD cycle. It is more than listing topics covered in a presentation/article.</p> <p>It has made me think about how my CPD impacts my patients, my colleagues and myself.</p> <p>How has this learning/development impacted your practice?</p> <ul style="list-style-type: none">Improved performance in roleImproved care for patientModified existing practices
<p>Selected competencies under the following Domains for this CPD Cycle:</p> <ul style="list-style-type: none">Professional practiceOrganisation and management skills	

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Cycle title	Fertility Medicines
Self-Appraisal	<p>The local GP surgery has expanded their services to include a family planning clinic. We are now getting more prescriptions for fertility medicines, as well as a large number of enquiries around pre-conception supplements and fertility monitors. This is an area that I have little experience in. I need to learn more about this therapeutic area in particular how to counsel the patients on their medicines and provide additional support and advice around pre-conception planning.</p> <p>Select the option(s) which most accurately summarises how you identified this learning or development need.</p> <ul style="list-style-type: none">• Discussion with peers or other professionals• Managing an issue which arose during my work
Develop a Personal Plan	<ul style="list-style-type: none">• I am going to attend an upcoming IPU academy event on Fertility Medicines• I will read the relevant sections in the BNF and also do a literature search <p>What resources could help you develop in this area?</p> <ul style="list-style-type: none">• Live Continuing Education program• Journal / articles• Research / literature
Action	<p>I attended the IPU academy training event and read the chapter in the BNF. I read a good article in one of the pharmacy journals on family planning.</p> <p>Which of the following best describes the formality of the activity(s) you undertook?</p> <ul style="list-style-type: none">• Certified/accredited learning programmes• On the job learning <p>What learning resources did you use?</p> <ul style="list-style-type: none">• Live Continuing Education program• Journal / articles• Research / literature
Document your learning	<p>The IPU academy training programme gave me a good overview of the treatments used as part of IUI, IVF and ICSI cycles. The chapter in the BNF allowed me to learn about the medicines, dosing and also side effect profiles.</p> <p>The journal article gave me a basic understanding of pre-fertility support which included information on basal body temperature thermometers, conception support supplements and fertility monitors. Whilst I feel I now have a basic level of knowledge on the key counselling points, I would love to learn more, as it is an area that really interests me. I have planned to meet with the</p>

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	family planning nurse at the surgery, who says she is happy to help me plan my development in this area.
Evaluate impact on practice	<p>I feel much more confident now about the commonly prescribed fertility therapies. I know where to access information on more complex regimens, should I need it. I also met some new colleagues at the IPU training academy who are working in similar practice areas, and we have exchanged numbers so it will be great to know that I can check in with someone if I need to.</p> <p>How has this learning/development impacted your practice?</p> <ul style="list-style-type: none">• Improved performance in role• Improved care for patient• Modified existing practices
Selected competencies under the following Domains for this CPD Cycle Professional Practice Organisation and Management Skills	

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Cycle title	Health Promotion (CCSAT)
Self-Appraisal	<p>I have been increasingly aware of the media publicity around the rapidly rising prevalence of diabetes in Ireland. Whilst I am comfortable that I have the foundation knowledge around this therapy area, I would like to consolidate and refresh this knowledge and make sure that I am up to date with current recommendations. Whilst browsing the IIO website I saw that they host an online training programme on Diabetes – I’m going to do some research and see what it entails.</p> <p>Select the option(s) which most accurately summarises how you identified this learning or development need.</p> <ul style="list-style-type: none"> • Self-assessment against the core competency framework.
Develop a Personal Plan	<ul style="list-style-type: none"> • Enrol onto Online Diabetes Training Programme on IIO website • Plan time into week to complete the course section by section • Research useful online information resources such as Diabetes Ireland <p>What resources could help you develop in this area?</p> <ul style="list-style-type: none"> • Live Continuing Education program • Journal / articles • Research / literature
Action	<p>I completed the online training programme – it took 10 hours in total, which I did in 5 x2 hour chunks over a month. I found it really helpful that I had planned out the training in advance – it kept me on track.</p> <p>I spent a good bit of time researching the Diabetes Ireland website – there was lots of useful information here and I also downloaded some of their patient information leaflets to keep in the pharmacy.</p>
Document your learning	<p>The Diabetes Training Programme gave me a really comprehensive overview of the management of Type I and II Diabetes. I learned how to identify risk factors associated with developing diabetes, and the lifestyle information on the Diabetes Ireland website gave me further context on how I can give comprehensive advice to my patients. I now also feel that I am familiar with and can describe current evidence based best practice for management of diabetes, as well as understanding how to best encourage and facilitate patient compliance with their medicines.</p>

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	<p>Which of the following best describes the formality of the activity(s) you undertook?</p> <ul style="list-style-type: none">• Certified/accredited learning programmes <p>What learning resources did you use?</p> <ul style="list-style-type: none">• Print/On-line Continuing Education program
Evaluate impact on practice	<p>Having completed the online training programme, I feel confident that I am able to offer comprehensive and sound advice and expertise to my patients that are currently undergoing therapy. I also feel much more confident to start chatting to customers about lifestyle measures such as weight and exercise – I have even started to offer free weigh-ins on a Monday morning! I have also used some of the notice board to display ads for local gyms and the Diabetes Ireland recipe cards.</p> <p>How has this learning/development impacted your practice?</p> <ul style="list-style-type: none">• Improved performance in role• Improved care for patient• Modified existing practices• Improved my understanding of the healthcare system
Selected competencies under the following Domains for this CPD Cycle Supply of Medicines Safe and Rational Use of Medicine Public Health	