The Society of Hospital Pharmacists of Australia

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DIVISION OF EDUCATION
CONTINUING PROFESSIONAL DEVELOPMENT
2007 RECORD SHEET

NAME _____ **SHPA MEMBERSHIP NUMBER** _____

WORK DETAILS

ADDRESS _____

EMAIL _____

TELEPHONE _____ FACSIMILE _____

HOME DETAILS

ADDRESS _____

EMAIL _____

TELEPHONE _____ FACSIMILE _____

This form is for CPD activity undertaken in the calendar year 2007 - A minimum of 30 hours is required to maintain CPD status (See Table 1). *Photocopy form if additional pages are required.*

- ***Please complete and return this to the SHPA Federal Secretariat.***
- ***If your form is returned with your membership renewal (or prior to your renewal) then your SHPA CPD status will be recorded as current on your membership card.***
- ***Retaining your membership card will provide a personal record of your SHPA CPD status.***
- ***If you do not maintain your CPD status with SHPA, your status will simply be noted as "not recorded".***

DATE	DESCRIPTION OR TITLE OF COURSE OR ACTIVITY	NAME OF TRAINING BODY/COMPANY	HOURS	TYPE OF ACTIVITY 1-9

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DECLARATION

I declare that I have completed a total number of _____ hours in Continuing Professional Development activities during the calendar year of 2007 as listed on the record sheets.

_____

SIGNED

TABLE 1

KEY TO TYPE OF ACTIVITY

Record all hours undertaken for each activity - **note**: the limits for activites 7, 8 and 9 in accruing 30 hours.

1 National & State Conferences
2 Courses/seminars/workshops/lectures & other professional development
3 Activities presented by the member's employer
4 Tertiary courses relevant to pharmacy & presented by educational institutions
5 Developmental activities (by experts) through academic institutions/commercial educational establishments/other professional bodies/associations
6 Researching & writing technical publication/preparation & delivery of technical papers other than normal lecturing commitments
7 Service on technical/research committees as a representative of SHPA or any other professional bodies or organisations (max. of 4 hours per year)
8 Self-study (including self-study video or audio packages) (max. of 10 hours per year)
9 Individual study (max. of 5 hours per year)