



Continuing Professional Development Policy

March '12

NLPtCA, as a Member organisation of UKCP, is required to have a formalised Continuing Professional Development (CPD) Policy. Even though it is widely accepted that our profession and modality is based on the principles of a reflective and reflexive practice, the need for a formalised policy to be developed is in response to queries and clarifications from differing sources including; UKCP quinquennial reviews; best practice by the European Association for Psychotherapy (of which the UKCP is a founder member); Return to Practice for Registrants and the general attention given to CPD, within the psychological (and the wider context) professions.

NLPtCA seeks to maintain and consistently improve the level of practice of all its members, accredited and non-accredited. The ethos of this policy is that CPD approaches are developed as an extension of reflective and reflexive practice in a manner consistent with the philosophy of NLPt.

The Continuing Professional Development (CPD) Policy aims to:

- Provide clear and transparent CPD requirements for re-accreditation
- Support the development of clinical practice within all practising members, whether accredited or non-accredited
- Promote CPD activities that have a clear and demonstrable application to NLP and NLPt psychotherapy practice

CPD Requirements for Accreditation, Re-Accreditation and Re-registration

For re-accreditation the requirement of minimum **250 hours** (within a five year cycle) has been introduced to meet current UKCP standards. A minimum of **20 hours** is required during any year within that five year cycle. This means that any additional hours no longer have to be carried over as they can be counted in the year received.

Initial personal development requirements for accreditation are detailed on the [website](#)

For members seeking re-registration and return to practice guidance should be sought from the Accreditation Registrar.

CPD Definitions, Topics and Activities

CPD is defined as the systematic maintenance, improvement and broadening of knowledge, awareness, skills, abilities and the development of personal and professional qualities necessary for effective practice throughout the member's working life. An effective CPD portfolio could include a balance of work based, self-directed study and community activities.

Therefore a wide range of activities are eligible to be included in your CPD portfolio and to share your learnings with your Supervisor.

For example;

- **Relevant reading and research** (journals, internet and/or books)
- **Involvement in NLPtCA board, committee, panel or work group activity**
- **Short courses or seminars**
- **NLPtCA conferences & workshops**
- **Distance or Open learning**
- **Relevant TV programmes, films, documentaries, theatre**
- **Writing articles/books**
- **Personal therapy**
- **Supervision** (additional to minimum requirement)

Topics and subjects that can be added to your CPD portfolio may include (and is not limited to);

- Clinical Practice
- Clinical Supervision
- Human Development
- Psychopathology
- Sexuality & Gender
- Ethics
- Research
- Social Science
- Other Psychotherapeutic Approaches
- Specific training for working in specialised areas*
- Reflective practice, facilitated in supervision

*In accordance with our Code of Ethics and Guidelines; for areas such as Child Psychotherapy, Couples therapy, Group and Family therapy specialised training is required.

Recording CPD

It is recommended that you keep a log for your records and validation of all your CPD activities. Confirming that you have met the minimum requirement is an essential component of your Re-accreditation application form. Maintaining an accurate and up to date CPD portfolio/log will ensure that you are able to provide clear information about the CPD conducted. This may be called upon to be reviewed in further detail with a five year cycle.

Pro-Rata CPD

Due to the wide scope that members have to gain CPD hours and the nature of psychotherapy with clients, there are no pro-rata hours for part-time therapists. This is with the spirit *“to promote high standards of training and practice in psychotherapy and the wider provision of psychotherapy for the public”* (Item 3.3 of the Memorandum and Articles of Association of the UKCP).