

# Healthcare Science Standards of Continuing Professional Development

<b>Version:</b>	<b>3.0</b>
<b>Date:</b>	<b>October 2021</b>
<b>Doc Ref:</b>	<b>#010</b>
<b>Review date:</b>	<b>October 2024</b>

Version Number	Purpose/Change	Author	Date
<b>3.0</b>	Final Document for publication	Elaine Jenkins	October 2021

## Introduction

This document presents the Academy for Healthcare Science Registration Council's *Standards of Continuing Professional Development* for Healthcare Science Practitioners.

The standards were originally developed through extensive discussion and consultation with professional bodies, existing voluntary registration bodies, the Modernising Scientific Careers team at the Department of Health, Health Education England and, most importantly, patient and public representatives. These updated standards reflect the changes made to the standards set out in Good Scientific Practice published in April 2021 to ensure alignment between the two documents.

It is vital to establish an appropriate and effective system for the registration and regulation of the Healthcare Science workforce who are not currently regulated by law. One of the Academy's key roles is to uphold professional standards across Healthcare Science, providing assurance for the public and commissioners of services. These standards are consistent with the requirements for the Healthcare Science workforce currently regulated by the Health and Care Professions Council.

## The Standards

It is a requirement for everyone registered with the Academy for Healthcare Science (the Academy) to ensure they maintain and develop their professional knowledge, understanding and skills to demonstrate their continued fitness to practise.

As a HCS Practitioner Registrant, you must:

1. Keep a structured record of your continuing professional development (CPD) activity to evidence how you maintain and update your knowledge, understanding and skills in line with changing needs in patient care and service delivery, developments in the evidence base, technological advances, and your job role;
2. Undertake CPD activities that are a mixture of learning activities relevant to your current or future practice;
3. Ensure that your CPD has contributed to the quality of your professional practice;
4. When requested and in a format specified by the Academy's Registrar, present a CPD portfolio (a written record, with evidence, of your CPD activities and their impact on your professional practice) explaining how you have met the standards for CPD.

## Meeting the Standards

As an AHCS registrant, you might decide to meet the standards by taking part in a scheme run by your professional body or your employer. You could also complement this with other activities, or you could structure your own CPD activities around your personal development plan.

Our standards give you the flexibility to plan your own CPD in a way that suits your work, your learning needs, your preferences, and the time and resources available to you.

The standards are sufficiently broad to enable you, as a Healthcare Science professional, to decide how best to maintain your knowledge and skills. However, you should also refer to the specific requirements of your role or specialism as specified by your professional body.

Nevertheless, it is important to stress that CPD is an essential requirement of your continuing registration with the Academy as it is a way of demonstrating your continuing fitness to practise. When you renew your registration, you will sign a declaration to confirm that you continue to meet our standards for CPD.

Each year, we audit a random sample of our registrants to make sure our standards are being met. If you are selected for CPD audit, we will write to you and ask you to send us information showing how you have met the CPD standards over the previous two years. The AHCS Registration Rules also allow for the AHCS Registrar to send a notice to a Registrant, at any time, requiring them to submit their continuing professional development record to the Council for inspection within 21 days of the notice.

The table below provides some examples of how you might demonstrate that you meet our CPD standards. We will also publish guidance and examples to help you.

Standard	Meeting the standard
<p>Keep a structured record of your continuing professional development (CPD) activity to evidence how you maintain and update your knowledge, understanding and skills in line with changing needs in patient care and service delivery, developments in the evidence base, technological advances, and your job role.</p>	<p>You must keep a record of your CPD activities, in whatever form is appropriate for you.</p>
<p>Undertake CPD activities that are a mixture of learning activities relevant to your current or future practice.</p>	<p>You must make sure your CPD is a mixture of different kinds of activities -- not just one kind of learning -- and that it is relevant to your work. It could be relevant to your current role or to a planned future role. You can make your own decisions about the kinds of CPD activities that are relevant to your role and your work. For example, CPD activities could include going on secondment, in-service training, mentoring, or reading or reviewing journal articles.</p>
<p>Ensure that your CPD has contributed to the quality of your professional practice.</p>	<p>You should aim for your CPD to improve the quality of your work. It may not actually improve your work, due to factors beyond your control, but when you choose your CPD activities you should intend for them to improve your work</p>
<p>Present a CPD portfolio (a written record, with evidence, of your CPD activities and their impact on your professional practice) explaining how you have met the standards for CPD, when requested by the Academy's Registrar</p>	<p>If you are chosen for CPD audit, you need to send us a CPD portfolio to evidence how you have met our standards.</p> <p>We will provide further information about the evidence and documentation you need to submit at the time.</p>