

CPD Standards for Registered Scientists

Definitions and examples of learning activities

Registrants' CPD should be a mixture of learning activities relevant to current or future practice and should include activities in at least three (exceptionally two) of the following categories:

1. Work based learning
2. Professional activity
3. Formal / Educational
4. Self-Directed learning
5. Other

Descriptions of the different categories and examples of activities can be found below.

Work based learning

Work based learning is professional development that takes place whilst the registrant is at work. Such development naturally takes place as experience is gained in the role, greater independence and responsibility given and the complexity and scope of the work undertaken increases.

Work based learning also includes in-house learning activities and development opportunities that are provided by the employer as part of staff orientation and development in support of organisational performance and objectives.

Examples:

- Experiential learning: Learning by doing the job - gaining and learning from experience – expanding role on own initiative.
- In-service training – includes orientation programs, standard operating procedures and employee development
- Receiving coaching from others
- Work shadowing
- Delivering presentations to colleagues
- Update scientific, technical, coaching, mentoring and supervisory skills
- Attending and participating in in-house meetings
- Discussions with colleagues – idea generation, problem solving
- Contribute to colleague's presentation of information to external clients, regulators, policy makers
- Team working with/management of colleagues, trainees and/or students

- Capacity to take on new challenges
- Learn new applications, methods, and techniques
- Research resources for new projects
- Review technical literature and case studies
- Contribute to the wider work of the employer
- Reflection on learnt activities following significant projects
- Reflecting and acting on feedback on performance from colleagues, clients and customers
- Participating in the employers performance appraisal and goal setting process
- Contribute to improvement of working practices

Professional activity

Any professional activity that supports professional development, including participating in the management and organisation of a professional body. Also participating in activities that develop the professional skills and knowledge of other professionals, and participating in activities that apply scientific expertise in the wider community.

Examples:

- Active engagement with your professional body
- Participating in a conference or scientific meeting
- Organise/contribute to a technical group such as a special interest group or study group
- Giving presentations to specialists and non-specialists
- Attend and report on scientific meetings or conferences
- Networking with professionals within the organisation and in other organisations coaching or mentoring colleagues or trainees
- Promote career to others, formally or informally
- Assessor for RSciTech or RSci applications and CPD audit submissions
- Supporter for RSciTech or RSci applications
- Maintaining awareness of Code of Conduct

Formal / educational

Formal / educational professional development includes participating in activities that lead to gaining academic / professional qualifications and the attendance at structured learning activities organised by professional bodies, learned societies or training providers. Also the preparation of papers, articles or presentations for a professional audience.

Examples:

- Maintaining or developing technical or scientific skills by:
- Undertaking a program of learning for an academic / professional qualification
- Attending training courses
- Attending conferences or scientific meetings
- Undertaking relevant online courses
- Contributing to appropriate articles, papers, proposals, funding applications etc
- Preparing presentations for conferences or scientific meetings by research
- Preparing material for training courses

Self-directed learning

Self-directed learning is when an individual identifies opportunities to develop their knowledge and skills and does so independently. The individual takes full responsibility for their learning and subsequent reflection.

Examples:

- Reading books, journals, articles
- Summarising books and articles
- Upgrading knowledge through internet searches and other sources
- Writing books, chapters and reports
- Reflective practice – assessing the benefit of CPD activities to self, client or employer
 - identifying next steps

Other

Activities that may help develop transferrable skills and gain experiences that are valuable in the current professional role or in future career directions. These would include involvement in strategic activities for the employer and activities carried out outside of professional life.

Examples:

Contribution to strategic planning
Team skills (e.g. member of a community group)
Organisation and planning skills (e.g. secretary for a local club or society)
Mentoring/ tutoring skills (e.g. managing/coaching a sports team)
Finance skills (treasurer for a club/society)
Volunteer for national projects
Carry out public service or voluntary work in the public sector