
CPJA Policy for Continuing Professional Development

Introduction

This policy refers to all UKCP members; those who are members through an OM and those Direct members (DM's) through CPJA.

Continuing Professional Development (CPD) can be any educational or professional activity that contributes to maintaining and developing psychotherapists'/analysts' capacities, knowledge, skills and attitudes in order to enhance and improve the quality, safety and effectiveness of their clinical practice.

CPD activities are directed towards an update your knowledge and skills and will depend on the area in which you work as a psychotherapist/analyst. The minimum quantity of hours of CPD set by UKCP is:

Every 5 years: 250 hours, with no less than 20 hours in every year.

This quantitative measure is also the minimum standard set by CPJA.

Here are some descriptors for CPD:

FORMAL STUDY

'Formal study' is a period of structured study which is provided by a person or organisation. This study can include distance learning, e-learning, or any other type of course or programme that is relevant to your practice. Types of formal study that you might choose to take could include: relevant continuing professional development (CPD) courses; you are best placed to decide which courses are most appropriate, and which types of formal study will best update your skills and knowledge so that you can practice safely.

Learning and reflection with others: Examples of this type of CPD are giving and receiving clinical supervision, personal analysis and therapy, professional discussion groups and participation in activities on behalf of psychoanalytic organisations, such as committees and working groups.

Formal study must constitute at least 50% of your CPD.

PRIVATE STUDY

'Private study' is a period of study which you structure yourself. If you choose to use private study as part of your CPD, you could use resources such as: – websites; library books; and journals. The aim of private study may be to refresh your skills and knowledge, or to bring you up to date with current developments in health or social care which are relevant to your clinical practice. Private study may involve some personal development, which aims to enhance your own emotional wellbeing or an exploration of other forms of therapy. You will be required to account for the way in which all your CPD activities are relevant and enhancing to your psychoanalytic practice. Time spent reflecting on and recording your learning can count towards your private study. However, you should be aware that private study can only make up no more than 50% of the total CPD hours.

As you will be expected to demonstrate your knowledge and understanding of the UKCP including the *Code of Ethics and Clinical Practice*, and CPJA statement on Ethics. It may be helpful to provide evidence of this as part of your 'private study' CPD. A simple description of your interpretation of some aspect of the code which relates to

your everyday work as a psychotherapist/ analyst will suffice. There are many models of reflection easily available: This [Open University](#) session may be helpful.

Evidencing your CPD and that you have met the requirements for reaccreditation.

If you are a member of an OM, you will be aware of your registering organisations procedure and policy to provide written quantifiable evidence of your CPD. An OM's adherence to the CPJA CPD requirements is assessed by an Organisational Members Review (OMR). This peer review is carried out every 5 years in partnership with a representative of the UKCP Regulation team and the requirements and recommendations are ratified, and their compliance monitored by CPJA training Standards Committee (CPJA TSC). The chair of CPJA is then answerable to UKCP (the regulator), through the Professional Regulatory Committee of Colleges and Faculties (PRCCF).

If you are a Direct member of CPJA you are required to meet the complete standard of CPD set out in the guidance for reaccreditation provided by the CPJA administrator. The process for reaccreditation of direct members (DM's) is that a peer review of is undertaken by your chosen reviewer, which included confirmation of your quantifiable record of CPD. A second reviewer; a member of the reaccreditation of direct members committee (RDRS) will confirm that the DM meets all the reaccreditation requirements and notify the UKCP registrar.

Failure to meet CPD requirements for reaccreditation.

All OM's must have in place a procedure/ policy to address failure to meet CPD requirements and consequently failure of reaccreditation. The OM's reaccreditation procedure/ policy will include advice about an appeal. The OM must notify UKCP members Committee (UKCP MC) that the member has failed the reaccreditation.

CPJA reaccreditation of DM's procedure also contains an opportunity to appeal. DM's who fail to meet the CPD requirements and consequently reaccreditation are referred by the CPJA RDRS chair to UKCP MC.

Reduced CPD requirements during breaks in practice are outlined in the policy; *CPJA Return to practice policy 2020*

CPJA CPD policy 2020