



Continuing Professional Development
For Pharmacy Professionals

**LEARNING PROJECT RECORD –
NON-ACCREDITED PROFESSIONAL DEVELOPMENT LONG-TERM ACTIVITY**

Name: _____ **SCPP #:** _____ **Licensing Year:** _____
Topic: _____ **Project Date(s):** _____

PRACTICE ISSUE

Identify a gap in your knowledge and skills that is relevant to your practice and state your learning objective with respect to the identified need:

Notes:

STIMULUS

Indicate the factors that helped you identify this issue in your practice:

- | | |
|--|---|
| <input type="checkbox"/> Management of a patient or practice problem | <input type="checkbox"/> Discussion with peers or others |
| <input type="checkbox"/> Completing a self-assessment program | <input type="checkbox"/> Feedback about my practice, e.g., practice review, external directive, patient complaint |
| <input type="checkbox"/> Scanning the literature (journals, newsletters, internet) | <input type="checkbox"/> Participation in a volunteer activity |
| <input type="checkbox"/> Engaging in reaching, writing, research | <input type="checkbox"/> Reflecting on a series of similar patients or practice problems |
| <input type="checkbox"/> Participation in a CE program | <input type="checkbox"/> Other (specify in Notes) |

Notes

TIMELINE

Develop a time line for this learning activity. Include the stages you will take to complete your activity and an estimated date of completion. In your outline, briefly identify your expected learning activities on a monthly basis:

Notes

Complete and retain this document in your personal learning portfolio

RESOURCES

Briefly identify your learning activities: _____

Month 1: _____

Time: _____ (estimate the approximate time spent on this project in increment of 0.5 hr)

- Non-accredited group program (workshop, course, conference) _____ hr.
- Self-study program (print, video/audio, internet) _____ hr.
- Self-assessment program _____ hr.
- Preceptorship or mentorship with an expert _____ hr.

CEUs Claimed: _____ (number of hours recorded at left to a maximum of 4)

- Reading (articles, texts, newsletters manuals, internet) _____ hr.
- Planned literature search, e.g., Medline, Internet _____ hr.
- Discussion with colleague or experts _____ hr.
- Other (specify in Notes) _____ hr.

Notes

Month 2: _____

Time: _____ (estimate the approximate time spent on this project in increment of 0.5 hr)

- Non-accredited group program (workshop, course, conference) _____ hr.
- Self-study program (print, video/audio, internet) _____ hr.
- Self-assessment program _____ hr.
- Preceptorship or mentorship with an expert _____ hr.

CEUs Claimed: _____ (number of hours recorded at left to a maximum of 4)

- Reading (articles, texts, newsletters manuals, internet) _____ hr.
- Planned literature search, e.g., Medline, Internet _____ hr.
- Discussion with colleague or experts _____ hr.
- Other (specify in Notes) _____ hr.

Notes

Month 3: _____

Time: _____ (estimate the approximate time spent on this project in increment of 0.5 hr)

- Non-accredited group program (workshop, course, conference) _____ hr.
- Self-study program (print, video/audio, internet) _____ hr.
- Self-assessment program _____ hr.
- Preceptorship or mentorship with an expert _____ hr.

CEUs Claimed: _____ (number of hours recorded at left to a maximum of 4)

- Reading (articles, texts, newsletters manuals, internet) _____ hr.
- Planned literature search, e.g., Medline, Internet _____ hr.
- Discussion with colleague or experts _____ hr.
- Other (specify in Notes) _____ hr.

Notes

Month (if required): _____

Time: _____ (estimate the approximate time spent on this project in increment of 0.5 hr)

CEUs Claimed: _____ (number of hours recorded at left to a maximum of 4)

- Non-accredited group program (workshop, course, conference) _____ hr.
- Self-study program (print, video/audio, internet) _____ hr.
- Self-assessment program _____ hr.
- Preceptorship or mentorship with an expert _____ hr.

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Self-assessment program _____ hr.

Preceptorship or mentorship with an expert _____ hr.

Reading (articles, texts, newsletters manuals, internet) _____ hr.

Planned literature search, e.g., Medline, Internet _____ hr.

Discussion with colleague or experts _____ hr.

Other (specify in Notes) _____ hr.

Notes

Total CEUs claimed for this long-term CE activity: _____

If you require more space for recording subsequent months of activity, photocopy page three of this form and enter the Month number to reflect continuous activity.

Outcome

Identify the impact your learning will have on your practice:

I plan to modify my practice

Confirmed no change in my practice needed at this time

More information needed to modify my practice

REFLECTION NOTES

Evaluate your learning activities:

1. Key learning points from your project
2. Was your approach the most sensible/appropriate one
3. How you plan to use your new knowledge/skills in your practice; and
4. Any additional learning that is needed

Notes