

Professional Competence –

Claim 5 Internal CPD for your Personal Development Plan

Submit your Personal Development Plan

1. Click “Create a new event”
2. Choose “Add a Personal Development Plan”
 - a. “Date Occurred on” is the start date for your plan
 - b. “End Date” is the end date for your plan
3. Pick the Professional Competence Year you are planning for
4. Use the form fields to create a plan that suits your needs
5. Don’t forget to complete our learning needs survey
6. Click "Submit"

To claim your CPD Credit:

1. Click “Create a new event”
2. Choose “CPD”
 - “Date Occurred on” is the start date for your CPD claim
 - “End Date” is the end date for your CPD claim
3. In the "CPD Categories" list, pick "Internal (Practice Evaluation and Development)"
4. In the "Location" field, enter "Personal Development Plan"
5. Add 5 Internal CPD Credits
6. Choose the Domain that best suits you
7. Click "Submit"

We’re here to help

We can advise you on how to maintain your professional competence and continuously develop your professional skills. You can also find a wealth of information on our website www.rcpi.ie/professional-competence/

If you are unsure what Scheme you should enrol on, contact professionalcompetence@rcpi.ie for advice

Contact the RCPI Professional Competence department at (01) 863 9739 or professionalcompetence@rcpi.ie