

# CPD GUIDELINES

To help everyone achieve CPD from 1<sup>st</sup> of April 2012, in addition to the CPD offered by MI, a provider can set up a CPD workshop to suit their needs and in their area. The course must however fulfil the following:

1. You must inform BOS/Training Officer of the 6 weeks course beforehand
2. It must be acceptable to BOS as a CPD workshop
3. The content must enhance your learning or refresh rarely used skills
4. The workshop must be related to the courses you provide
5. There must be a minimum of six providers on the CPD
6. The CPD workshop must be run by, either a senior provider (IML/MIA/MIC) or someone (acceptable to BOS) who is an expert in the field you are looking at
7. First aid is not a suitable CPD workshop

Once the course is accepted by BOS/TO you will receive any updated or new information regarding the running of BOS courses to discuss at the CPD. The Training Officer may attend to ensure they are run at an acceptable standard. If you need ideas for a suitable workshop please contact a senior provider or the Training Officer.

**There is now little excuse for not achieving your CPD before the next deadline!**