

EXAMPLE of RECORD OF PROFESSIONAL DEVELOPMENT – download form website www.hospitalplay.org.nz - Registration Process and Document page

NB: Please read the guidelines and example before you complete this form. The hours of professional development provided will be assessed and only attributed towards the total required if they are clearly applicable to the relevant Hospital Play Specialist Association Competencies. Use as many sheets as you need. Please ensure you add up PD hours yearly within the traditional and independent columns.

Personal details (Please print in capital letters):

Name: Surname: JOHANSEN First name(s): MIRIAM MAISIE

Current HPS Registration number (if applicable): 10003/21

Date(s) of attendance (d/m/year)	Details of professional development undertaken ¹ (Include presenter information, if applicable)	HPS Comp's ⁶	Name of PD provider ³	No of hours claimed as traditional PD	No. of hours claimed as independent learning	Type of Evidence ie notes, certificate, observed and signed off	Evidence of attendance sighted/verified ⁴ and signed
21/0/12	<i>The philosophical baby:</i> Alison Gopnik University of California, Berkeley, USA. (Detailed look at early brain development and impact of social interactions – what is it like to be a baby?)	1	Robb Lecture at Auckland University	1 hr.		Personal notes with presenter, date and number of hours identified.	Initials of Jane Smith
31/3/12	<i>Case Study: A reflection of practice:</i> Nicky Woollaston, Practice Supervisor, Starship	2,4,6	NZHPAANZ Conference 2012	1 hr		Evidence of registration and session notes	Initials of Jane Smith
20/6/12	"Grand Round" on improving inter-professional communication in order to ensure better support for families, presented by Social Work team (Kiri Smith, Paul Jones and Mary White)	5	Waitaki District Health Board	1 hr		Observed verbal presentation of content to HPS team meeting	PAMELA JONES Practice Supervisor, HPS Service 25/5/12 P. M. L. Jones
1 st Semester (Feb-June) 2012	MHSc paper, <i>Professional Supervision</i> , 589640. (30 points). Course description: "Develops nursing and other health professionals as supervisors in their selected work areas. Identifies personal learning needs in relation to professional supervision of those involved in health care practice. Facilitates the application of enhanced critical analysis skills required of a professional supervisor."	5, 6	AUT University, Auckland, Faculty of Health Science	20 weeks, part-time PD Hrs claimed		Sighted copy of course descriptor from the organisation; Sighted copy of result sheet and grade pass	Initials of Jane Smith
10/ 10/21	<i>Online Course with no quiz/certificate– CPPD 2: Ethnicity and Culture</i>	3,5	<i>Southern University</i>		1PDH	HPSRC Template with details, learning outcomes, signed by team leader	Initials Jane Smith

If the same person is able to verify each component, then they may initial each item and sign at the bottom of the page as follows:

Verification of evidence held for the PD hours submitted within the professional development record

Name in capitals: JANE SMITH

Title /Position held: Manager, Women and Children's Health

Date: 25/5/12

Signature of Jane Smith

¹ Include enough information to show how the content relates to the HPS Competencies and/or attach copies of information about the course/workshop, and, where applicable, the name and title of the individual(s) presenting the professional development

² Including specific links to the HPS Competencies is optional, but you may find it helpful

³ The organization, / institution providing the professional development

⁴ The person verifying your participation must include their name (in capital letters), title/designation, and signature.