**EVIDENCE BASED RECORD - RECREDENTIALING**

The Specialist Nurse Credentialing Program categorises Continuing Professional Development (CPD) into two distinct domains.

1. Education related activities – Professional Education
2. Practice related activities – Practice Development

This Evidence Based Record (EBR) is a record of your participation in a broad range of specialty-related learning, practice and professional activities over the previous three years. It provides an opportunity to demonstrate that you have maintained, improved and broadened your knowledge, expertise and competence in your speciality area.

You must keep written documentation of CPD (evidence) that demonstrates completion of a minimum of 150 hours of CPD within the three year period. At least 120 hours of CPD must be relevant to your specialty area of practice. Up to 30 hours of CPD, which is not directly related to the area of specialty, can be included. This could include CPR, undertaking a computer course, mandatory fire training, manual handling etc.

The following provides guidance on the types of activities that may be included under each domain:

|  |  |
| --- | --- |
| **Professional Education:** (a minimum of 60 hours to be included in the 150 hours) | **Practice Development:**  (a minimum of 60 hours to be included in the 150 hours) |
| * Formal study such as university or TAFE courses/units relevant to the area of specialty (a maximum of 60 hours can be claimed) * Attending education programs run by specialist or professional nursing colleges * Attending ‘In house’ education programs, online education programs, courses, workshops, conferences and symposia * Presenting papers at conferences, seminars, symposia * Publications, such as contributing author, editor and author of book chapters * Delivery of formal lectures to others in area of specialty * Providing other education - such as in service training, supervising/preceptoring, or undertaking assessments (nursing, medical, other) * Community support and education to community groups | * Undertaking Clinical Supervision for self or of others * Providing or receiving peer review/mentorship/preceptorship * Contribution to your area of specialist practice and/or the profession (such as membership of professional college(s), sitting on Boards and committees, reviewing documents, reviewing for refereed journals * Conducting clinical research and implementation of EBP interventions, programs, pathways * Leading or participating in projects relevant to the specialty area of practice * Policy and/or procedure development * Participation in quality improvement initiatives in area of specialty including review of critical incidents (RCA panel reviews) and clinical audits * Participation in performance review/performance appraisal (appraisal of self or as an appraiser of others) |

**EVIDENCE BASED RECORD - RECREDENTIALING**

|  |  |
| --- | --- |
| **Full Name:** |  |
| **Month/Year - Month/Year:** |  |

**Part 1. Professional Education**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Activity (e.g. course title and provider, conference name) & description** | **Date(s)** | Evidence items that can be provided if required –DO NOT UPLOAD EVIDENCE UNLESS REQUESTED | TOTAL HOURS |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| TOTAL = | | | |  |

Part 2. Practice Development

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Activity (e.g. name and organisation) & description** | **Date(s)** | Evidence items that can be provided if required –DO NOT UPLOAD EVIDENCE UNLESS REQUESTED | TOTAL HOURS |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| **TOTAL =** | | | |  |