

## Record of verifiable and general CPD

**As a registered dental professional you have a duty to keep up to date with your skills and knowledge in order to give patients the best possible treatment and care. CPD is compulsory, but ideally it should simply set out a formal framework for what you are already doing. Here's what that means in practice, in five straightforward steps:**

- Step 1 - Make sure you know your compulsory CPD start date**
- Step 2 - Make sure you understand how many hours of CPD you're required to do**
- Step 3 - Plan your CPD activities to meet the requirement**
- Step 4 - Record your CPD**
- Step 5 - Every year, submit the CPD hours you've completed through eGDC or by postal request**

**Dentists need to complete 250 hours of CPD over their 5-year cycle. 75 of these hours must be verifiable. DCPs need to complete 150 hours, and 50 of these must be verifiable. When you record your hours you must round these to the nearest whole hour.**

**To count as verifiable CPD the activity must have:**

- Concise educational aims and objectives
- The chance to give feedback
- A clear goal
- A certificate or other proof of attendance

**Check the website to find out when your cycle starts and use this log to record your hours - print pages 2 and 3 as many times as necessary to cover your activities.**

Name.....

GDC reg. no.....

Year.....

**Total hours over the last 5 years**

Year	Verifiable hours	General hours	Total hours
<b>5 year total</b>			
<b>Required hours</b>			

**Verifiable CPD log**

Name.....

GDC reg. no.....

Year.....

Date	Activity	Provider	Venue	Hours	Certificate? (Yes/No)

**Total hours .....**

### General CPD log

Name.....

GDC reg. no.....

Year.....

Date	Activity	Hours

Date	Activity	Hours

**Total hours .....**

**Total hours .....**