

BABTAC Continuous Professional Development Points Table

From the table provided below, you can work out how many points you can accumulate from each learning activity. The industry best practice is 30 hours per year.

We advise that you keep a folder with evidence and a summary sheet to record your CPD. This can be kept with your portfolio and CV.

Areas of learning	CPD list	Evidence of work	CPD points
Self-learning	Attendance of exhibitions	Photocopy of ticket	1
Self-learning	Seminars or workshop	Certificate of Attendance	1 point per hour
Self-learning	Reading relevant Journal articles and books	Copy of journal & written evidence of reflective practices explaining how you would use the information you have gained for further development	1 point per hour
Educational Activity	Training Seminar/workshop	Certificate of Attendance	1 point per hour
Educational Activity	Governing body qualification	Certificate	30
Work based	In house training	Certificate of attendance issued	1 point per hour

Keeping these records will help you to review and reflect on all areas that you have achieved every 12 months and plan your objectives for the next 12 months.