

CONTINUING PROFESSIONAL DEVELOPMENT

EXPLANATORY NOTES AND CONDITIONS

APPLICATION FOR APPROVAL OF A CPD ACTIVITY BY A PARTICIPANT

Practitioners to participate in Approved CPD Activities

To comply with requirements, each certificated practitioner must earn a minimum of 10 CPD points each CPD period (1 April to 31 March) across the three Competency Areas outlined in clause 4(e) of the Policy, through participation in Approved CPD Activities.

Approved activities can include specific activities run by non QA Providers. Participants may make application for participation in a specific activity or event to be approved by the Board. Participants may apply for approval of such activities from 1 of July 2008 all applications should be received 1 March 2009.

Criteria for the approval of an activity by a participant

The criteria for approval of an activity by a participant is outline in section 10(b) of the Policy Document. (available on the website www.lpbwa.org.wa)

Processing applications for approval

Participants will need to lodge an application form for "Approval of a CPD Activity by a participant" with the relevant fee attached. The forms and fee schedule can be downloaded from the LPB Website. Each individual activity will require a separate application and a separate fee. Fees will not be payable until 2 February 2009 for all approvals granted in 2008, thereafter on lodgement of the application. **Non payment of fees means approval lapses and may effect approval for any future activities.**

Applications can be made in advanced of the activity or retrospectively.