

Media release

3 June 2013

Continuing professional development log book – now available from website

The Chiropractic Board of Australia has published [a downloadable logbook](#) on its website to help chiropractors keep a continuing professional development (CPD) portfolio that meets their legal obligations.

The Board's *Continuing professional development registration standard*, which all chiropractors must meet, requires **all** practitioners to maintain a portfolio of evidence of their CPD activities.

A chiropractors CPD portfolio must include:

- a record of all CPD activities undertaken
- an explanation of how the activities relate to their practice
- an evaluation of the activities, to determine whether the desired CPD outcomes have been achieved
- evidence of all formal courses undertaken or conferences attended
- completion certificates from training or education providers (if relevant), and
- record of any self-directed or informal CPD, including what activity was undertaken and for how long.

The log book can be downloaded by chiropractors for free; and can be used electronically or as a hardcopy. The log book will help chiropractors address many of the CPD portfolio requirements of the CPD registration standard.

Practitioners should pay particular attention to the recommendations in the log book about recording their reflection on the activity to help them gain the maximum benefit from their CPD.

[Download the log book](#)

To use the template:

1. print or save the log book to your computer
2. complete your details in the relevant sections
3. update log when new activities have been completed, and
4. retain a copy of the log book for 7 years.

For more information

Relevant Board publications

| Document/information | Link |
|---|--|
| The CPD Log for download | CPD log book |
| The CPD registration standard, which all chiropractors must meet under the National Law | Chiropractic continuing professional development standard |
| The CPD guidelines, which all chiropractors must meet under the National Law | Chiropractic guidelines for continuing professional development |
| Information about the current assessment and approval process for CPD activities | www.chiropracticboard.gov.au/Codes-Guidelines.aspx |
| The Chiropractic Board of Australia's criteria for external bodies to assess CPD activities | Criteria for 'approved bodies' assessment of formal learning activities |

General and media enquiries

- Visit www.chiropracticboard.gov.au under Contact us to lodge an online enquiry form
- For registration enquiries: 1300 419 495 (within Australia) +61 3 8708 9001 (overseas callers)
- For media enquiries, please call 0417 127 822.