Simplifying PDP on SOAR

# PDP Review

Learning items from last signed off Form 4 will appear at top of page for appraisee to mark each item as completed, in-progress, or not continuing. This will remain as is. The changes proposed is the questions underneath.

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| **Current PDP Review** |
| What have you learnt from this? |
| What has changed? What have you done differently as a result? |
| Of the Learning Needs you did not achieve, what obstacles did you encounter? |
| Is there anything that you learned that you would like to take further? |
| **Last Year's Additional Learning***It is very likely that you will have engaged in additional learning activities other than those in your PDP. These can be individual courses, meetings, e-modules, reading, private study or any other type of learning. Please use the boxes below to document your additional learning. If you have an electronic learning log, you can simply upload this as part of your supporting information, and reference to it when completing the questions below in respect of the most important highlights of your learning last year. (If you do not have an electronic learning log, please consider using the SOAR CPD Log to record your learning.)* |
| What were the main additional learning activities? (Please list any available supporting information, e.g. course certificates / programmes, records of CPD activity, learning log) |
| What were the main learning points for you? |
| How has this influenced the work you do or changed patient care? |
| **Credits***Your learning is measured in credits. You are allowed to claim a credit for each hour of learning activity, but normally your learning activity should not be entirely of one type such as "reading medical journals".**Your College should have more detailed guidance around learning and credits. You are advised to read it first as you may be asked to justify your claims.**GPs please note: The RCGP guidance recommends that you should undertake a minimum of 50 credits of learning activity annually, averaged over the 5-year cycle. Most GPs actually undertake significantly more than this, when additional unplanned learning is taken into account.* |
| How many learning credits do you claim for the past year in total? |

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| **Proposed new PDP Review** |
| Consider your learning from last year’s agreed PDP. What are the main learning points? What has changed? What are you doing differently as a result? Is there anything you learned that you would like to take further? [text box] |
| If there were any items from your PDP you didn’t achieve, please reflect on what obstacles you encountered, and consider how, if applicable, you could achieve it next year. [text box] |

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# PDP Year Ahead

*In this section, you are asked consider your learning needs for the year ahead, and propose your Personal Development Plan (PDP) for discussion at the forthcoming appraisal.*

*This is your opportunity to think ahead and plan at least part of the learning you will undertake over the next year.*

*Consider your needs and those of your team / practice / colleagues.*

[Keep above descriptor at top of page]

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| **Current PDP Year Ahead** |
| How do you identify your learning needs for your PDP? |
| Which method(s) of learning do you prefer? |
| **Add New Learning** |
| Title |
| What do you need, or would you like to change, develop or do differently in the way you practise? \**Try to be as specific as possible e.g. "indications, side effects and use of new drugs in Type 2 diabetes” rather than "I need to refresh my knowledge of diabetes"* |
| What has made you highlight these as areas you need to change or develop? |
| Timescale |
| How are you going to learn this? |
| How will you know when you have achieved this? |
| Would it be beneficial to share this learning with colleagues, write a guideline based on it, audit your practice in the light of it, or extend its impact in some other way? |
| Comments |

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| **Proposed new PDP Year Ahead** |
| **Add New Learning** |
| Title\* [single line text box] |
| Please detail what you need, or would you like to change, develop or do differently in the way you practise, and also why. \**Try to be as specific as possible e.g. "indications, side effects and use of new drugs in Type 2 diabetes” rather than "I need to refresh my knowledge of diabetes"* [text box] |
| Timescale\* [single line text box] |
| How will you know when this is achieved? And what will you do with this new learning?*(Share learning with colleagues? Write up guidance? etc)* [text box] |
| Reflections [text box][Propose we only enable this on PDP Review page and relabel from “Comments” to “Reflections”] |

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