CPD CO-ORDINATOR ROLE

The Faculty's CPD programme is supported locally by Deputy Faculty Advisers with specific responsibility for CPD, elected in accordance with Standing Orders 106-113. They are known as CPD Co-ordinators and meet together on a regular basis, with the CPD Director (a Board appointee) in the chair. As Deputy Faculty Advisers they work with other members of the local Faculty team to contribute to the overall work of the Faculty in their constituency.

Responsibilities

1. To promote and support CPD activity within the constituency and encourage good practice.

2. To help to develop and implement the Faculty's CPD policy.

3. To support the local Faculty Adviser as required and work with other members of the local Faculty team.

4. To communicate with all Faculty members in the constituency and others in the CPD programme to encourage them to develop personal learning plans and fully participate in CPD.

5. To respond to local enquiries, signpost CPD activities, and provide access to existing information sources and materials.

6. To attend meetings of the CPD Co-ordinators' Committee and contribute to the work of the committee.

7. To participate in local committee structures and networks as appropriate.

8. To participate in the assessment of CPD returns in the Faculty's annual audit.

9. To support the Faculty's CPD Director, Deputy CPD Director and Faculty staff as appropriate in undertaking their duties.

10. To support the Faculty's preparation for the introduction of mandatory revalidation for all health professionals.