

# Continuing Professional Development – how to make it effective

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Member of the RSS Professional Affairs Committee*

*RSS Professional Statisticians' Forum Meeting as part of Members Week  
16<sup>th</sup> October 2018*

*Webcast of the meeting will be available at  
[www.rss.org.uk/psf-past-events](http://www.rss.org.uk/psf-past-events)*

# Trevor Lewis: career to-date

## University of Bradford

- Lecturer in Mathematical Statistics 1974/82

Integration & re-engineering of Pfizer global biometrics organisation, processes and systems 1989/2001

Pharma industry-wide stats expert/working groups (ABPI, EFPIA, ICH) 1991/2001

## Pfizer (multinational pharmaceutical company)

- Consulting Statistician 1982/90
- Head of Biometrics 1990/2000
- VP Development Operations 2000/04

## Royal Statistical Society

VP and Chair of Professional Affairs Committee 1998/2000, 2011/12

## TLwise Consulting Ltd

- Director and consulting statistician 2004-18
- Primarily providing advice on design, analysis and reporting of clinical trials

Pfizer mergers & acquisitions (Warner-Lambert, Pharmacia) 2000/03

## Science Council

Chair of CPD learning group 2011-  
Member of Registration Authority 2012-18

# Outline of Presentation

What is Continuing Professional Development (CPD)?

The scope of CPD and categories of development activity

Effective at doing what?

Professionalism

The CPD cycle

The Society's CPD Policy

CStat/CSci revalidation

Some views on effective CPD practice

# What is Continuing Professional Development?

*CPD is the systematic maintenance, improvement and broadening of knowledge and skill and the development of personal qualities necessary for the execution of professional and technical duties throughout the individuals working life.*

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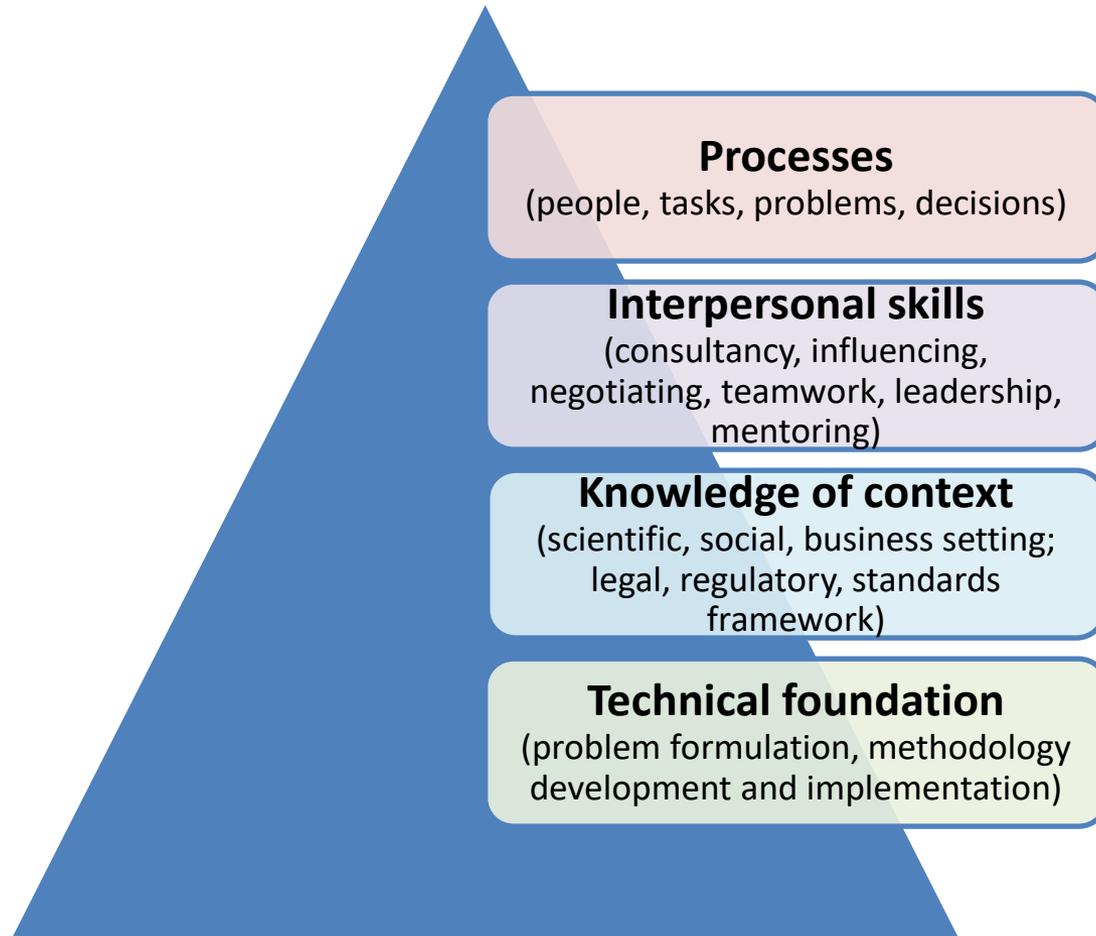
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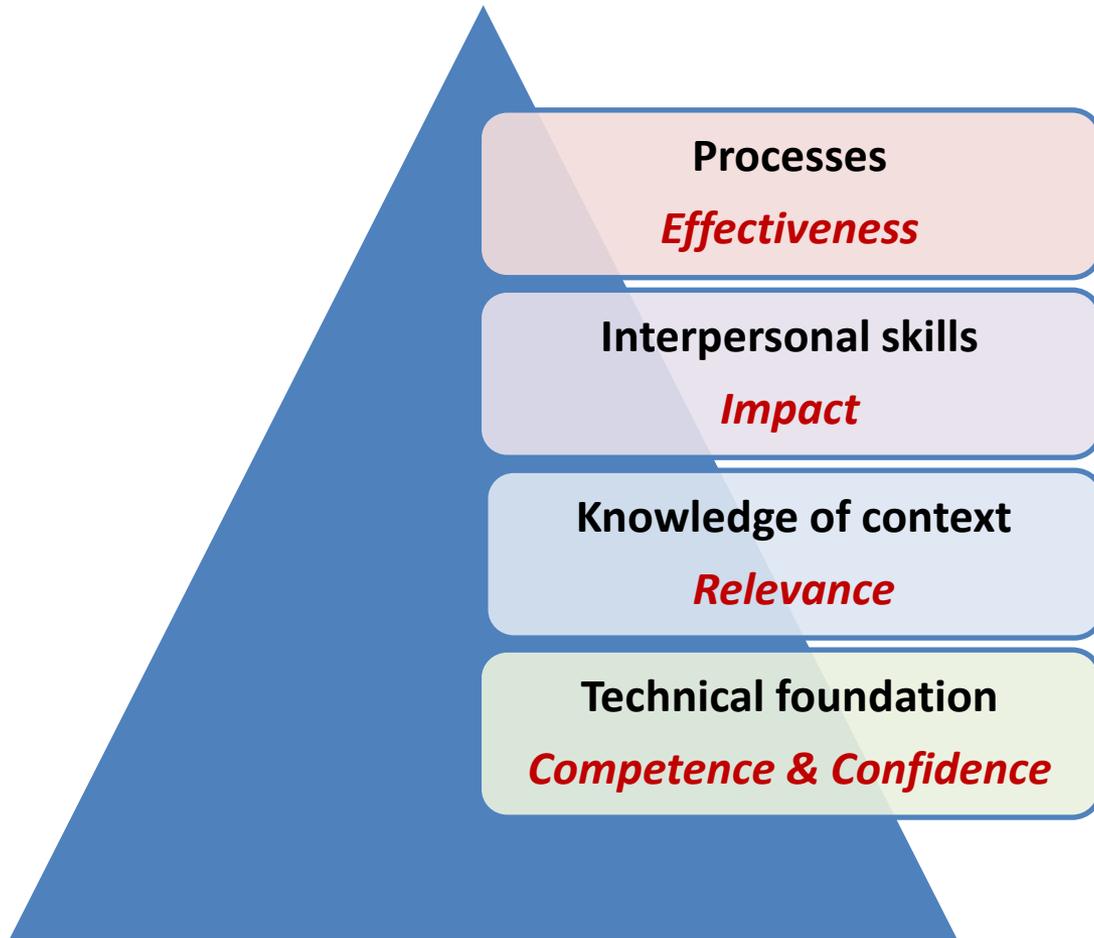
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# Pyramid of Knowledge & Skill



# Pyramid of Knowledge & Skill



# Types of CPD activity

## Work based learning

- e.g. experiential learning, in-service training, secondments, supervision

## Professional activity

- e.g. involvement in a professional body, giving presentations at conferences, networking

## Formal / Educational

- e.g. writing articles / papers, attending training courses or scientific meetings, gaining qualifications

## Self-directed learning

- e.g. reading journals, reviewing books / articles, reflective practice

## Other

- e.g. relevant transferable skills developed through involvement in strategic projects & community work

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# CPD – effective at doing what?

Developing your professional skills and knowledge for own satisfaction

Assisting with your career development or a possible career change

Demonstrating your professionalism to clients and employers

Fulfilling your obligations under a professional Code of Conduct

Retaining your professional status (CStat, CSci) with professional body (RSS)

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# Professionalism

## Expectations of a professional

- Being trustworthy, ethical, up-to-date and competent

## Adhering to a Code of Conduct

- Working in the public interest
- Obligations to employers/clients
- Obligations to the profession and the Professional Body
- Professional competence & integrity

## Model of 'Professionalism in Science' developed by the Science Council

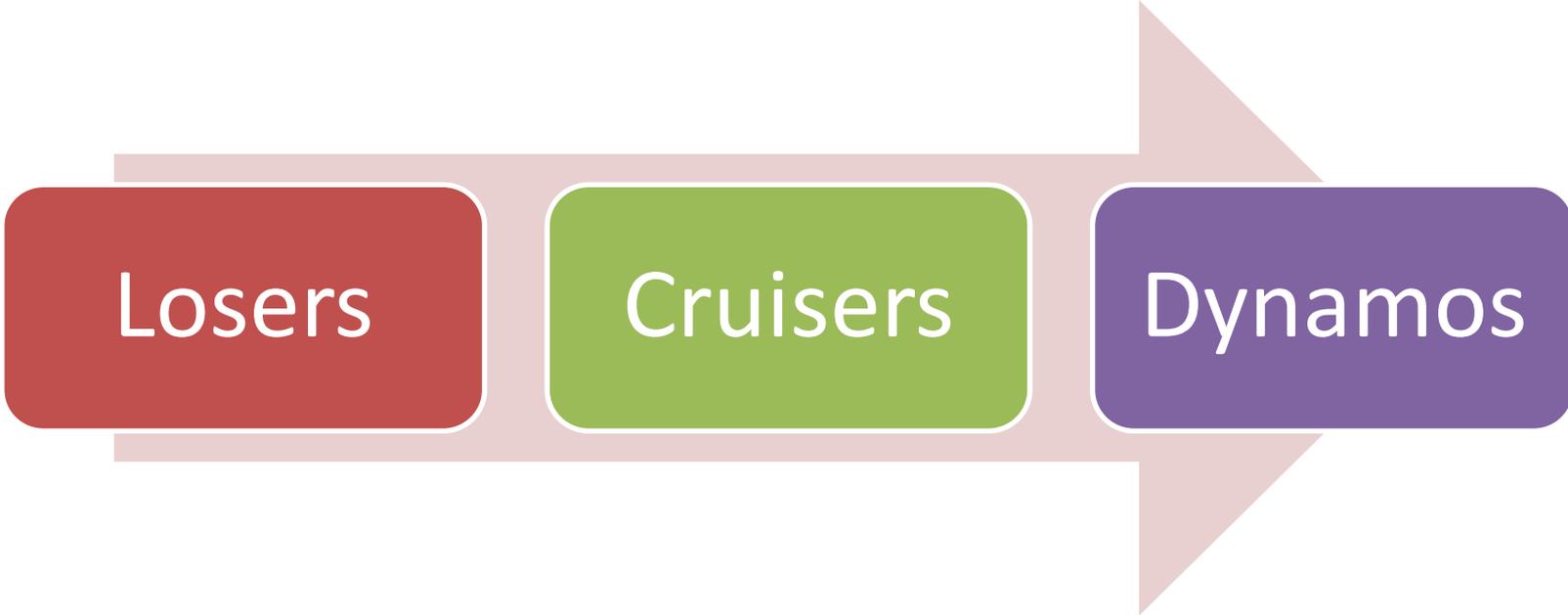
- Technical competence
- Ethical competence
- Engagement in CPD and reflective practice

# True Professionalism:

the courage to care about your people, your clients and your career

*by David H Maister (Simon & Schuster, 1997)*

The courage to care about your people, your clients and your career



Losers

Cruisers

Dynamamos

# Losers, Cruisers and Dynamos

## Losers

- Do not meet the basic standards of quality, client service and hard work
- Are working in a 'dying practice' area
- Have disruption in their personal or professional life

## Cruisers

- Fully competent, work hard, do good work, take care of their clients
- Experts at repetitive work, but not going anywhere
- Do well for the time being living off existing skills; will be overtaken by others
- Have a job, not a career

## Dynamos

- Have a personal strategic plan
- Work to learn something new, continually adding new skills and knowledge
- Find ways to get out of the flow of repetitive work
- Pursue active career development and continuous self-improvement

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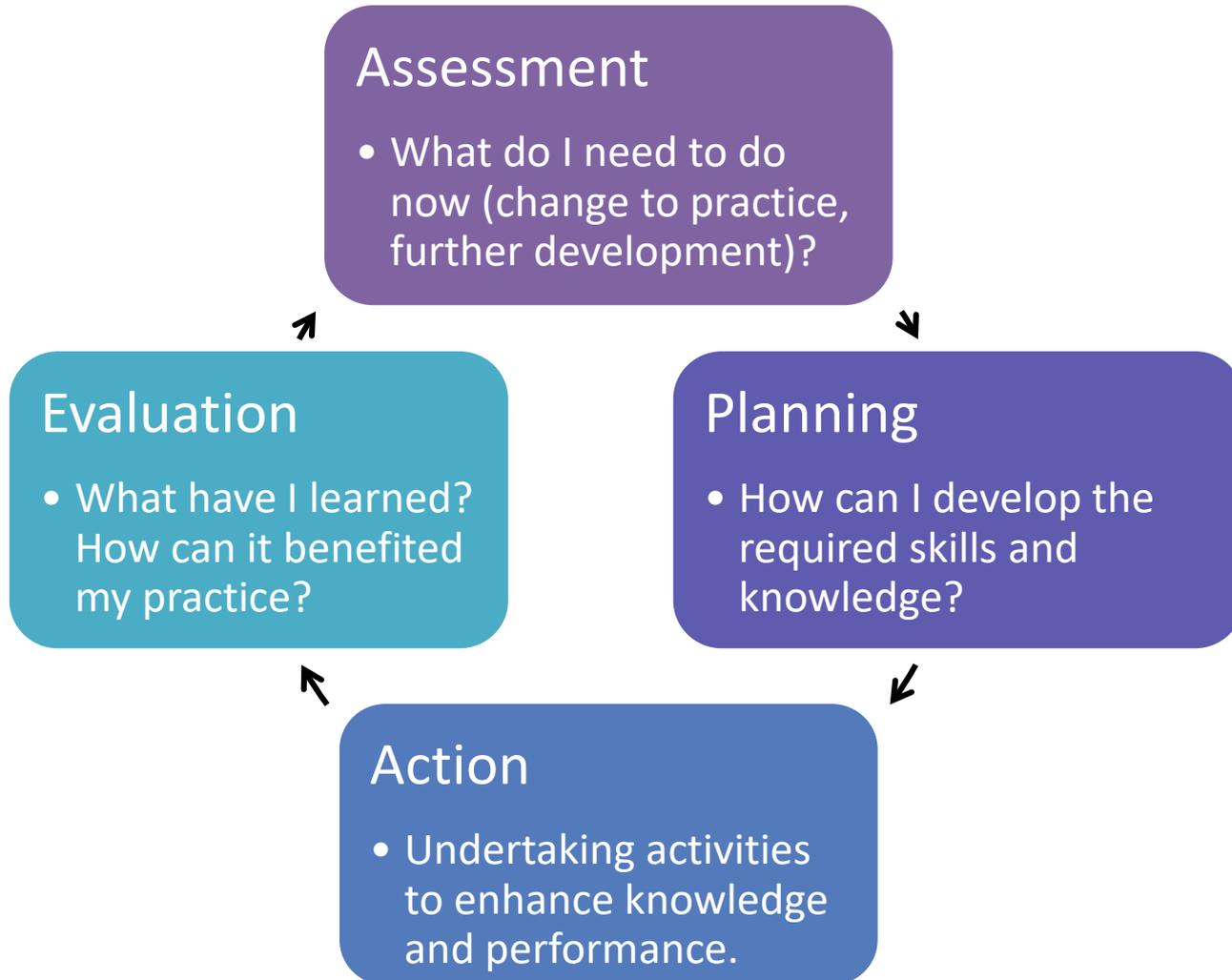
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# The CPD Cycle



# Career Planning and Development Planning

## Career Plan

- Maps out long-term and more immediate objectives and how you want your life and work to fit together.

## Development Plan

- Maps out the skills, knowledge and experience gaps for the different steps along the way and how you will address them.

# Development Plan

Name:	
Job Title:	
Line Manager:	

What area/skills do you need to develop?	What action are you going to take? (E.g. experiential, coaching or training activity)	When?	Expected learning outcomes?	Actual outcome & any next steps?

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# The Society's CPD Policy

*Focus on Output rather than Input*

## Input

Input measured CPD counts the number of hours spent or points/credits gained on CPD activities.

Measures the extent of the learning activities, rather than quantifying the learning achieved by the participant.

## Output

Output measured CPD focuses on the learning achieved by the participant and the impact on their professional practice.

The Society's CPD policy has 2 output measures;

- learning hours
- reflection on benefits

# Learning Hours & Reflective Practice

Learning Hours = (Actual Hours) × ("CPD Value", in range 0–1).

"CPD Value" is a *personal* assessment of the learning value of the activity to the individual.

Reflective Practice in CPD involves documenting the benefits to self and users.

It improves the effectiveness of the learning, its impact on professional practice and the identification of future development needs.

# The Society's CPD Policy

*In each 12-month period*

At least 60 learning hours

Activities from  
at least 3 of 5  
categories

- Work-based learning, professional, formal/educational, self-directed learning, other

Reflection on  
benefit

- To self (specific skills and knowledge gained)
- To users of your work (employer, clients, colleagues, students, etc)

# RSS CPD activity summary

CPD Activities over the 12 month period ....		Career status (include a brief description of job role over the 12 month period)			
Category	Description of activity	Start Date	End Date	Learning Hrs	Outcome: Benefit to practice & users
Work-based learning					
Professional activity					
Formal/ educational					
Self-directed learning					
Other					
<b>Total</b>				<b>&gt;60</b>	

Recommended formats: - the above ([www.rss.org.uk/cpdprofiles](http://www.rss.org.uk/cpdprofiles))  
 - online CPD system accessed via MyRSS.

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# Retaining professional status (CStat/CSci)

## The basis of revalidation

*Professionals are Trustworthy, Ethical, Up-to-date & Competent*

Adherence to  
the Society's  
Code of Conduct

- Working in the public interest
- Obligations to employers/clients
- Obligations to the profession
- Professional competence & integrity

Compliance with  
the Society's  
CPD Policy

- Maintenance, improvement and broadening of knowledge and skill
- Maintenance of records of CPD activities and reflective practice

# Revalidation processes

## CStat only

[www.rss.org.uk/cstat-revalidation](http://www.rss.org.uk/cstat-revalidation)

- Revalidation normally takes place on a 5-year cycle for those who are professionally active.
- If not professionally active can retain CStat without undertaking revalidation; and professional register indicates career break, career change or retired.
- Submit a declaration & CPD summary on 5<sup>th</sup> year of cycle; and possibly be audited.

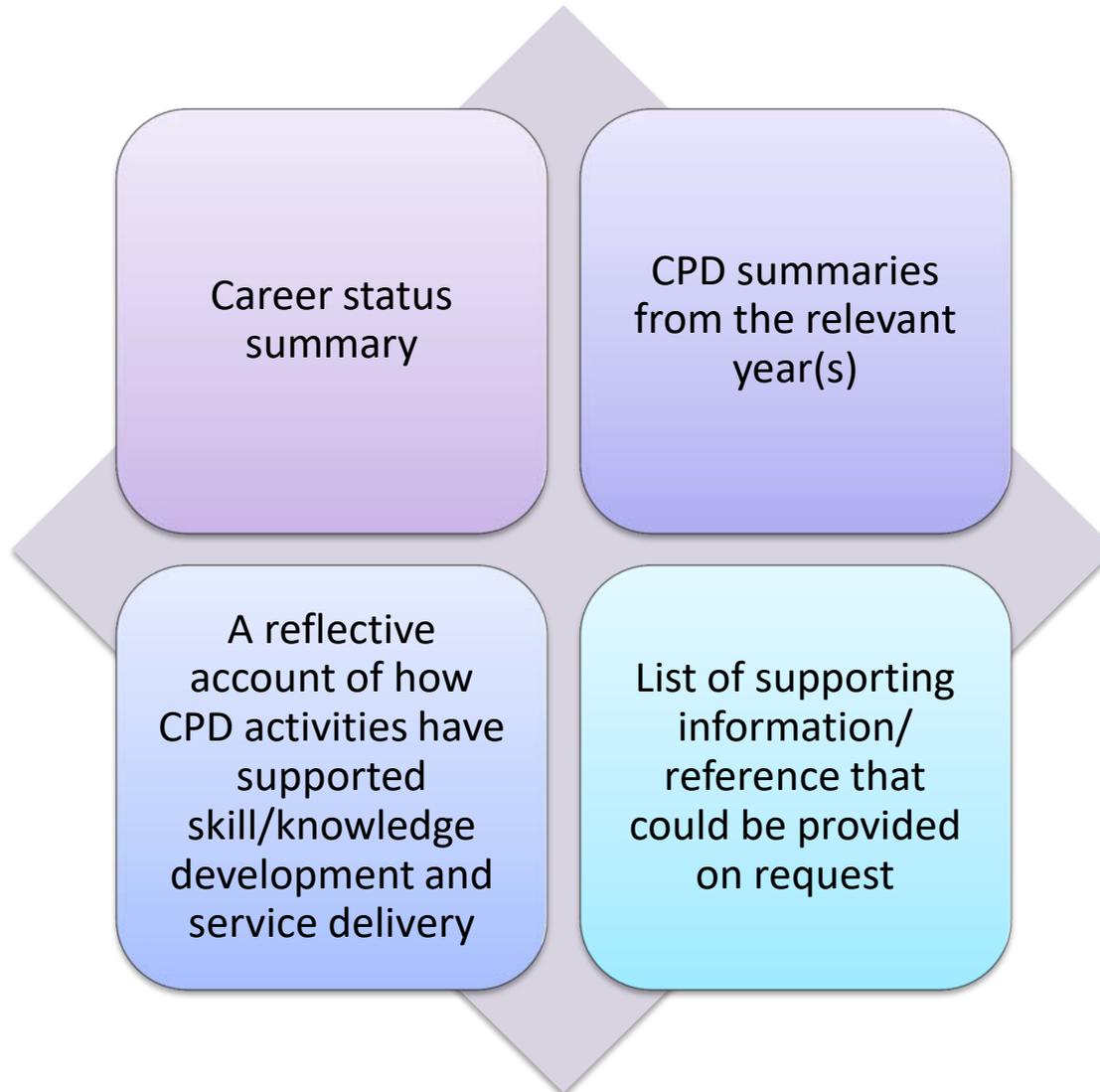
## CStat & CSci

[www.rss.org.uk/csci-revalidation](http://www.rss.org.uk/csci-revalidation)

- Revalidation takes place annually and serves revalidation needs of both awards.
- If (permanently) not professionally active need to relinquish CSci status.
- Make declaration each year; and possibly be selected for audit.

Audit : Submit a CPD summary and a completed Revalidation Form

# Information required for audit



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# Some views on effective CPD practice (1)

Have a Development Plan in place and periodically review and refine it.

Integrate the DP review with your organisation's performance appraisal and goal setting process.

Include activities in the DP that link with your current role & objectives; but retain a balance between 'urgent' and 'important' activities.

# Some views on effective CPD practice (2)

Record the CPD activities you have undertaken on a regular (at least monthly) basis.

Ensure measurable outcomes are defined and assessed.

Summarise your CPD activities and reflect on the benefits gained (at least annually).

Ensure coaching/mentoring is in place to support your development.

Thank you  
Any Questions ?

# Professional Statisticians' Forum (PSF)

For information on future meetings go to [www.rss.org.uk/psf](http://www.rss.org.uk/psf)

For information and webcasts from past meetings go to [www.rss.org.uk/psf-past-events](http://www.rss.org.uk/psf-past-events)