

**An example of a CPD submission by a Senior Lecturer in a university
department of Health Informatics**

Commentary

The attached submission was made by a CSci registrant who was selected for audit as part of the CSci revalidation process in 2012. The submission consists of:

- a. A 12 month summary (October 2011 to September 2012 inclusive) of the CPD programme taken from the RSS online CPD system.
- b. A completed *Chartered Scientist CPD Revalidation Form*. This form contains the relevant context and reflection information necessary to assess the CPD activity against the Science Council's standards.

As this registrant had used the RSS online CPD system, both the *reviewed Activities* and *Benefits Gained* reports were submitted. In combination they provide information on the categories of activities undertaken, the number of learning hours undertaken and the reflective practice comments describing the benefits of each activity.

The panel of assessors concluded that this submission fully met the Science Council CPD standards, including the requirements of the RSS CPD Policy.

The submission has been (partially) anonymised for the purpose of providing this exemplar of good CPD practice.

REVIEWED ACTIVITIES REPORT

Activity Type	Title	Start Date	End Date	Learning Hours
Formal / Educational	Meta Narrative Review Workshop	10/10/2011 09:30	11/10/2011 16:00	14
Self-directed learning	Meta-analysis revision	01/08/2012 00:00	28/09/2012 00:00	7
Professional activity	Provision of statistical support to [REDACTED]	03/10/2011 00:00	28/09/2012 00:00	8
Formal / Educational	Qualitative Methods in Psychology Section Conference 2012	18/04/2012 09:00	20/04/2012 17:00	6
Work based learning	Running & proposing research projects	03/10/2011 00:00	28/09/2012 00:00	30
Professional activity	Teaching on MSc courses	03/10/2011 00:00	31/08/2012 00:00	25
Formal / Educational	Using Mobile Phones and the Web for Data Collection	22/11/2011 14:00	22/11/2011 15:30	4
Formal / Educational	Workshop on Genomics, Health Records, Database Linkage and Privacy	22/02/2012 10:00	22/02/2012 15:30	5.5
TOTALS				99.5

BENEFITS GAINED REPORT

Title	Learning Hours	Activity Description	Benefit to Practice	Benefit to Users
Meta Narrative Review Workshop	14	Speaking at and attending symposium organised at Queen Mary University of London on the methodology of meta-narrative systematic reviews.	Brought me up to date on this new approach in systematic reviewing. Also useful with respect to other review methodologies, like realist reviews. Some discussion time around bibliometrics.	As above. Also supported some potential new research collaborations.
Meta-analysis revision	7	I am leading the meta-analyses on three very different systematic reviews ([REDACTED] [REDACTED] [REDACTED]). With a variety of different outcome measures and the need for different techniques (vote counting, Fisher's method, pooling standardised mean differences by the method of Cohen, pooling risk ratios using the methods of DerSimonian & Laird and the Mantel-Haenszel model), I spent a period of time in self-study reviewing the literature and software options.	Brought myself up-to-date on a broader variety of meta-analysis methods and tools.	Able to provide statistical solutions for three different systematic reviews.
Provision of statistical support to [REDACTED]	8	I provide statistical consultancy to [REDACTED]	I have to respond to a range of statistical problems brought to me. While many of these are in a standard research context, some are for the [REDACTED], where results will be used in a quasi-judicial tribunal.	As above.
Qualitative Methods in Psychology Section Conference 2012	6	I attended much of the Qualitative Methods in Psychology Section Conference 2012, within the British Psychological Society Annual Conference 2012.	The conference reviewed the latest developments in qualitative research and also covered mixed methods techniques combining qualitative and quantitative research.	Provided me with a broader grounding in qualitative and mixed methods.

Running & proposing research projects	30	I am a co-investigator on a variety of proposals and projects. This involves, at various stages, preparing submissions to funders, project review meetings, and carrying out or supervising the research.	It is a core part of my role to develop research projects, obtain funding and then deliver research. Each new project brings its own challenges.	As above.
Teaching on MSc courses	25	I teach various subjects on two MSc courses at [REDACTED], some of a statistical nature, some not. My main work is on the MSc in Health Informatics. I lead a module (15-credit M-level module under Bologna) entitled Research Methods in Healthcare that covers an introduction to statistics and various research methods (e.g. RCTs, qualitative research, systematic reviews, audits). The module consists of ~130 teaching hours, some face-to-face, some distance learning done online. I deliver the majority of this and organise the rest. I also do bits of teaching of a statistical nature on modules entitled [REDACTED] (on probability and statistical process control) and [REDACTED] (on evidence-based medicine). I also do further teaching drawing on psychology and health informatics on modules on [REDACTED]. I support student dissertations on the MSc, including providing additional statistics/methodology teaching and support, and directly supervising three dissertations. I also supervised three dissertations on the MSc in Health Psychology.	This is a core part of my employment and entails constant revision of subject matter and of teaching techniques in order to meet quality standards, to keep course content up-to-date and to respond to specific queries and problems brought by the students.	As above.
Using Mobile Phones and the Web for Data Collection	4	I co-organised and participated in this workshop on using modern ICT (mobile phones, web) to collect data for research studies in a health-related context.	I've logged this as 4 hours, encompassing the actual workshop and preparation time. This workshop helped me clarify my thinking on the use of mobile and web in health research, the	Most of my work is in e-health and so frequently concerns data collected in these ways.

			sorts of data that can be collected and the implications for data quality (validity, missing data etc.).	
Workshop on Genomics, Health Records, Database Linkage and Privacy	5.5	An exploratory workshop held by the Nuffield Council on Bioethics workshop, bringing together various experts to "discuss the ethical issues raised by genomics, health records, database linkage and privacy." The day consisted of presentations, small group work and discussions based on a prior briefing paper.	Useful to update me on ethical implications of much e-health and record linkage work.	My department and university are increasingly focusing on record linkage work ([REDACTED]), so this was both a useful review of the field and allowed me to develop thinking on ethical issues.

Chartered Scientist CPD Revalidation Form
[For use by Royal Statistical Society]

Name:	
RSS Membership No:	
Email address:	

This form is provided for you to assess your CPD activities over the 12 month period October 2011 to September 2012 inclusive and demonstrate that you meet the CPD standards for CSci revalidation.

General guidance on the revalidation process can be found on the CSci website at <http://www.charteredscientist.org/about-csci/cpd-standards>

Specific guidance for the revalidation of Chartered Scientists registered through the Royal Statistical Society can be found at www.rss.org.uk/csci_revalidation.

SECTION 1: Career Status & Job Role

Provide a brief summary of your career status and job role during the 12 month period (October 2011 to September 2012). Provide sufficient detail to give an understanding of the scope of your role and the skills and knowledge required to fulfil the role. This will enable the relevance of your CPD activities to your current job role and future career progression to be understood.

It is recommended that your summary is between 100 and 250 words.

I am a Senior Lecturer in Health Informatics in a University [redacted] department of health informatics. Health informatics is a multidisciplinary field and I thus draw on skills and knowledge as both a statistician and as a psychologist (the subject in which I did my doctorate).

My work is broadly divided between teaching and research. I teach mainly on an MSc in Health Informatics, in which I lead a research methods module that covers both statistics and methodology. I also contribute to other modules and support students' dissertation projects. In addition, I supervise some student dissertations on an MSc in Health Psychology and sporadically contribute to our MBBS course.

My research is largely in the field of e-health, although I also do some projects in medical education, health services research and health psychology. My roles vary from project to project. On some, I'm largely working in a statistical role to someone else's research; on others, I'm leading the work myself, drawing on skills and knowledge across statistics, psychology and health informatics. I supervise more junior staff in some cases. My statistical work covers the design of the research, its implementation and the analysis of data.

SECTION 2: Summary of CPD activities & the RSS CPD Policy

Have you used the RSS online CPD system to record your individual CPD activities over the 12 month period October 2011 to September 2012? **Yes** **No**
(tick one box)

If **Yes**, you can leave this section blank and go to Section 3.

If **No**, please complete this Section.

The information that is required in this Section is:

- a) The nature of the system you have used to record your CPD (e.g. employer's system, self-created spreadsheet, etc).
- b) Information to supplement your summary of CPD activities.

Separate to this document you will be required to provide a copy of the summary of CPD activities from the system you have used. This summary may not provide all the information necessary to confirm that you have satisfied the requirements of the RSS CPD Policy (go to www.rss.org.uk/cpd for details). In this section provide any additional information that may be required to supplement your summary. For example, it may be necessary to clarify that you have carried out activities in at least 3 of the 5 categories of activity described in the RSS CPD Policy and/or that you have undertaken at least 60 learning hours.

a) CPD system used :

b) Additional information necessary to confirm compliance with RSS CPD Policy :

If information on categorisation of activities and/or learning hours is not included in your summary of CPD activities, please additionally provide

- (i) a mapping of activities in your summary to categories, and
- (ii) complete the following table:

Category of activity	Total number of learning hours for activities in category
Work based learning	
Professional activity	
Formal/educational	
Self-directed learning	
Other	
TOTAL	

SECTION 3: Reflection on benefit to professional practice

Please provide examples of specific skills and/or knowledge that you have developed through your CPD activities and explain how these have contributed to the quality of your professional practice and service delivery.

Those of you who have used the RSS online CPD system to record your activities will have commented on how each individual activity has benefited your practice. The purpose of this Section is for you to reflect on how, in combination, the programme of CPD activities you have undertaken in the 12 month period have maintained or enhanced your professional skills and knowledge in order for you to fulfil the requirements of your job role or progress your career.

It is recommended that your summary is between 100 and 250 words.

As an example, I am developing a research agenda in systematic reviewing. This has involved leading on the statistics of three systematic reviews: in surgery ([REDACTED]), in medical education/psychometrics ([REDACTED]) and on [REDACTED]. This has entailed some self-study to bring myself up-to-date with various statistical methods and available software. The range of outcome measures has pushed me to read more widely in the field: e.g. with [REDACTED], the number of lymph nodes harvested is a common outcome measure, but this is usually reported as a median and a range, sometimes as a mean and standard deviation and sometimes just a p -value, so what meta-analytic approaches are available and what combination of them are going to be most appropriate, bearing in mind that there is reason to believe that many of the original papers applied the wrong statistics in the first place?

This research agenda also involved continuing to develop methods for systematic reviewing in an interdisciplinary context, combining research results from different methods and paradigms. I have taken part in workshops and conferences relevant to the topic, specific to meta-narrative reviewing and more broadly on mixed methods approaches. I am one of the experts in a Delphi process to write guidelines for the reporting of meta-narrative and realist reviews, which has led to deeper thinking on these approaches.

SECTION 4: Reflection on benefit to users of your service

Please provide examples of how your CPD activity has benefited the users of your work (e.g. employers, clients, colleagues, students, etc).

Those of you who have used the RSS online CPD system to record your activities will have commented on how each activity has benefited users of your service. The purpose of this Section is for you to reflect on how, in combination, the programme of CPD activities you have undertaken in the 12 month period have enabled you to better deliver to users of your service (e.g. complete projects, give advice to clients, make decisions, manage your group, supervise colleagues, teach students, etc.)

It is recommended that your summary is between 100 and 250 words.

There is increased interest in data linkage at [REDACTED]; this means my employers are putting resources into the areas, my client-colleagues have more problems in this area, and my students should learn more about the topic. On the teaching front, I've been involved in mapping out curricula and then developing specific module content to respond to this and other demands. The Nuffield workshop has then helped ground me in the wider research, policy and ethics context.

My teaching role is expanding with more MSc dissertations to supervise because of expanding numbers of our MSc in Health Informatics and a shortage of supervisors on the MSc in Health Psychology. These projects vary in nature, some with minimal statistics, some with much more. In this last year, I supervised one project on modelling length of stay in a tertiary, specialist hospital. The student opted to use R, with which I wasn't previously familiar, so I learnt about R and started using it myself.

SECTION 5: Summary of supporting evidence that is available, and can be provided on request.

Only complete this Section if you are included in the Audit.
Otherwise go to Section 6.

Please provide a list of documents that you hold in your CPD portfolio and that provide evidence of the CPD activities undertaken. It is not expected that you will have documents for all activities (particularly the more 'informal' activities), but it is expected that most of the key activities will have such documentary evidence.

We would normally expect documents to be listed covering between 4 and 8 key activities.

There is no need to provide the actual documents, unless requested to do so by the panel of assessors undertaking the Audit process.

Activity title or brief description	Evidence of activity (e.g. certificates of attendance, course material, reports, research papers)
Meta Narrative Review Workshop	Workshop materials + supplementary materials around an associated Delphi activity
Teaching on MSc courses	Teaching materials developed and used (online and face-to-face)
Using Mobile Phones and the Web for Data Collection	PowerPoint presentations used
Meta-analysis revision	Draft reports and working documents
Provision of statistical support to [REDACTED]	Invoices; draft reports

Section 6: Declaration

This Section is to be completed by all CSci registrants.

I hereby agree that the information given is correct and supports my wish to revalidate as a Chartered Scientist (CSci).

Please tick the box below to indicate your agreement to the declaration.

I agree to the declaration

Print name: [REDACTED]

Date: 23 October 2012