**Workbook:** Keeping CPD records

**CPD record summary template**

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| **Activity** | **Date** | **Hours** | **Hours** | **Evaluation and impact on practice** | **OPS** |
| **Subject, type,** |  | **claimed** | **claimed** |  | **themes** |
| **venue (if** |  | **Learning** | **Learning** |  |  |
| **appropriate)** |  | **by oneself** | **with others** |  |  |
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| **Subject:** |  |  |  |  |  |
| **Type:** |  |  |  |  |  |
| **Venue:** |  |  |  |  |  |
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