



YMCA Awards

Level 3 Customised exercise
programme instruction and
communication techniques
2018

Level 3 Customised exercise programme instruction

**Continuous professional
development**

Continuous professional development (CPD)

- The process of tracking and documenting the skills, knowledge and experience that are gained both formally and informally beyond any initial training
- A professional responsibility
- Keeping up-to-date with new information amidst a changing landscape
- Legal and ethical implication in failing to do so
- Potential increased revenue and improved reputation
- Keeping up-to-date with all of the current changes in job roles, especially when legislation or regulations change

CPD can be:

- Formal training courses
- In-house training
- Work experience
- Reading journals, books or magazines
- Researching on the internet

- It is essential to record any CPD, whether it be a formal training course, informal training (e.g. in-house training) or just reading a relevant magazine
- Records can be kept in a diary or some organisations will supply a CPD log

