

CCP Log Book (Optional Template #1 – “the bare minimum”)

Using this template:¹

- Your CCP log book should record the Learning Objectives you set for yourself in your Self-Reflective Review at the beginning of a CCP year and the activities you undertake during that year to achieve those objectives. *[Please note that the Board has **not** prescribed any set number of objectives you should establish or activities you should complete. These should be tailored by each psychologist to suit his or her unique circumstances.]*
- Learning Objectives** are **what** you want to achieve. **Learning Plans** are **how** you intend to achieve an objective. **Activities** are what you have actually done to achieve an objective.
- Simply record (on the table below) each of your Learning Objectives and (as the year progresses) the activities that you have undertaken in order to achieve each objective. (Activities might include, for example, conferences, workshops, reading relevant books or papers, in-depth discussions with colleagues who have particular expertise, or supervision.)
- Please remember:** Your Self-Reflective Review and the resulting Learning Objectives and Plans must be discussed with your supervisor at the beginning of the CCP year. The progress you have made towards achieving your Learning Objectives must also be discussed with your supervisor at the end of the year.
- This **optional** template outlines the *bare minimum* information that the Psychologists Registration Board requires you to record about your CCP participation. You can, if you choose to, revise the template to include additional information for your own purposes.

Date the beginning-of-year Self-Reflective Review was discussed with supervisor (Beginning of CCP year)	____/____/____	Date progress with achieving learning objectives was discussed with supervisor (End of CCP year)	____/____/____
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CCP Log Book 20__ - 20__

Name: _____

Learning Objectives (Grey text examples only – remove before use)	Activities completed to achieve Learning Objective (Grey text examples only – remove before use)
Improve knowledge about Incredible Years programme and become a trainer for it	Course undertaken at Waipuna Lodge Met other trainers for three 90-minute meetings Attended a conference session about Incredible Years at the NZPsS Conference

¹ Fuller information about the CCP can be found in the latest “Guide for Participants” document, which can be viewed on the Board’s website.

Update knowledge of current practice in ADHD	Read chapters 5, 6, 7, & 12 of "Current Practice in ADHD" book Read review article in <i>Clinical Psychology Review</i> , 52, 126-145
Improve understanding of Chinese perceptions and responses to Autism	One hour focussed discussion with Dr Yee re principles and case studies
Ensure quality of letters/reports to referrers at end of therapy	Supervisor reviewed two, unable to spare time to do third
Improve skills at communicating with the public through the media	No opportunity has been available yet
Review quality of supervision I am offering	Survey carried out

(Remove examples above before use)

(Add or delete rows as needed)