



## CPD Activity log

### Preamble

The MPPB document defines CPD as a process or activity that enhances the professional's knowledge base and personal skills in order to be able to carry out one's duties with continued competence. This can be achieved by developing skills, knowledge and experience which were either not developed during the formal training or which need to be continually updated to reflect ongoing development in the profession of psychology and are not part of the routine work.

Mandatory CPD applies to **all** warranted psychologists who are in possession of a warrant issued by the Malta Psychology Profession Board.

### CPD Requirements

The CPD document issued by MPPB stipulates that:

- CPD shall consist of *fifty* hours of CPD activity spread over *a two-year period* for those in fulltime professional practice *or its equivalent in part time practice*.
- In the case of psychologists working directly with clients a minimum of *twenty-five* out of the fifty must be supervision hours.

### Personal Details

<b>Name:</b>	
<b>Warrant No.:</b>	
<b>MCP Member<sup>1</sup>:</b>	Yes/No
<b>Address:</b>	
<b>Email Address:</b>	
<b>Mobile Phone No.:</b>	

<sup>1</sup> It is recommended that warranted psychologists are also members of the Malta Chamber of Psychologists.

**Section 1: Professional Practice over the past 2 years**

Dates	Agency/Practice Name and Address	Job Title and Description of Role	Average hours per month

**Section 2: Complaints in relation to practice**

<p>Have you been subject, in the last 2 years, to any complaint, disciplinary procedures or criminal proceedings which could have relevance to your practice?</p> <p><b>If No</b> please move to Section 3.  <b>If Yes</b> please provide the following and attach to CPD Activity Log</p>	<p><b>YES / NO</b></p>
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Date and nature of complaint	
Process of hearing of complaint (by whom and in what context)	
Please detail if the complaint was processed internally (at the place of work) or externally by a professional body etc	
If concluded, include date of resolution or outcome	
Please <u>submit a statement</u> from 3 <sup>rd</sup> party ie. employer/agency confirming the above.	

### Section 3: Professional Indemnity Insurance

I have a professional indemnity

**YES/NO**

Policy Number:

Kindly note that although it is not mandatory, MPPB recommends that warranted psychologists are in possession of an indemnity insurance.

### Section 4: Supervision<sup>2</sup>

Number of hours	Supervisor	Type of supervision: One-to-one; Peer; Group	Attestation

<sup>2</sup> Refer to [Supervision Guidelines](#) issued by MPPB.

**Section 5: CPD Activities<sup>3</sup> in the last 2 years**

Date	Nature of CPD Activity	Provider	Number of hours

Please return this form and log sheets with:

- Copies of course attendance certificates**
- Supervisor Reference - Hand signed Reference from your main Supervisor**
- CV of Supervisor if not MPPB registered**

Unfortunately, the Malta Psychology Profession Board is unable to accept email submissions. Please return **by post** or **by hand** to:  
**MPPB, Ministry for the Family, Children’s Rights and Social Solidarity, Palazzo Ferreria, 310, Republic Str., Valletta**

I hereby confirm that the above information is correct.

I continue to abide by MPPB’s Code of Ethics and Practice, and meet the current CPD requirements.  
*(Both documents are on the MPPB website [www.mppb.gov.mt](http://www.mppb.gov.mt))*

Signature: ..... Date .....

<sup>3</sup> Refer to CPD document issued by MPPB for a list of CPD activities.