

## Using the RCSLT CPD Diary – a support worker view and alternatives

Some support workers choose to use a portfolio for recording continuing professional development (CPD). [The RCSLT Diary](#) is another available tool for support workers who are members of RCSLT to log their CPD. A [guide on how to use the RCSLT Diary](#) is also available.

The information below is a perspective about using the diary from a support worker who was part of the project group for the support worker project.

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The RCSLT CPD diary can be used to add the goals you want to achieve as part of your continuing professional development and the activities you have done or plan to do to achieve these.

The current core capabilities categories include communication, leadership and lifelong learning, partnerships, professional autonomy and accountability and research and evidence-based practice.

The diary appears to be focussed on recording qualified SLTs CPD, but the original version was road-tested with support workers as well as SLTs. It can be adapted to suit the individual needs of support workers and could prove a beneficial tool in recording CPD. It is important to feel valued and have tools available like the RCSLT Diary to motivate progression.

The CPD diary could be hugely beneficial for support workers to keep track of their progress, motivate achieving goals and good practice for healthcare roles. The current perception from many support workers is that the CPD Diary and similar benefits of RCSLT membership (for example, receiving *Bulletin*) are not well known and not well promoted to them.

On considering what might go into a support worker's CPD diary, the following came to mind.

The diary could include:

**General training** e.g., understanding of healthcare regulations/ holistic knowledge with goals of identifying any gaps and developing knowledge.

**Communication** e.g., the use of different resources or methods of communication with goals of creating resources/ gaining knowledge around a specific way of communication.

*Dysphagia /Eating Drinking & Swallowing (EDS)* e.g., any assistant competencies completed or working towards.

*Personal development* e.g., more personal goals to achieve, such as more independent working where appropriate, understanding around a topic or more collaborative work with another professional.

When working on competencies, support workers should log and record CPD activities in a structured, accessible way. This might be through using the RCSLT diary or a Portfolio system (see the information on [Portfolios](#) on our [toolkit page](#) and found in formal courses and the [Knowledge and Skills Framework](#)). These portfolios include evidence of the learning activity/achievement with some reflection on learning.