

Continued Professional Development (CPD)

CPD is the responsibility of each individual Healthcare Professional

Information on CPD can be found on your National Regulatory Board Website [AHPRA](#) then select which board is relevant to you e.g. Nursing and Midwifery Board, Medical Board or Physiotherapy Board.

Evidence of your CPD

You should maintain records of your CPD activity for five years in case you are audited. If you are required to provide the NMBA with evidence of your CPD activities, your personal portfolio will help demonstrate that you have met the CPD requirements.

For Nurses, the NMBA has developed a [self-directed CPD evidence record](#) that you can use for planning and recording your CPD. While it is not mandatory to use this template, your CPD records must include all the information listed in the template.

Further guidelines can be found on the AHPRA website

Please open and save your ELSA certificates each time you complete a course. You can attach these to your CPD portfolio.

Certificates are only accessible during the year the course was completed. They will not be visible after the new year.