



# Continuing Professional Development Policy

2011/2012

*Valid for 2011/2012 Membership Year (01 July 2011 – 30 June 2012)*

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# 1. Introduction

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*AASW members are committed to ‘... participating in and contributing to their own life-long learning, education, training and supervision, and that of other social work practitioners and students.’*

(AASW, Code of Ethics 2010, 13)

## What’s new?

The new Continuing Professional Development (CPD) program facilitates members meeting their commitment to professional development by establishing basic CPD requirements for all members. The requirements with a new table of CPD activities, recognising issues of access, are designed to be achievable regardless of a member’s professional role, career stage or location.

## All members

For the 2011/2012 membership cycle all members (excluding fully retired and student members) will be required to earn ten points in each of the three CPD activity categories for a total of thirty CPD points. There will be no penalty for not achieving this requirement in 2011/2012 however penalties may apply for future membership years.

## Accredited Social Workers

Members who complete additional professional development can gain ‘Accredited Social Worker’ status. To gain accreditation members must earn twenty-five points in each of the three CPD activity categories for a total of seventy-five CPD points. The seventy-five points are not in addition to the ‘All Member’ requirement. Members gaining ‘Accredited Social Worker’ status can use the post nominal MAASW (Acc). Accredited Social Worker status remains a requirement for members applying for ‘Accredited Mental Health Social Worker’ status.

## Accredited Mental Health Social Workers

For AMHSW members it is a requirement of maintaining AMHSW accreditation that you earn twenty-five points in each of the three CPD activity categories for a total of seventy-five CPD points. This must include thirty points relevant to mental health practice including the completion of 10 hours of Focused Psychological Strategies related CPD to meet the mandatory Government requirement

## Australian College of Social Workers

Australian College of Social Work members and fellows also have additional requirements (outlined below).

## Why the new name?

Continuing Professional Development (CPD) better reflects what members are seeking and the ways in which they access training and development.

# 2. Developing the CPD program

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The new CPD program is an important change for the AASW and the first year of the program (2011/2012) will be one of member feedback and development.

Over the coming year the AASW needs you to help make CPD better. Member feedback, through forums, questionnaires and directly to [cpd@asw.asn.au](mailto:cpd@asw.asn.au) is vital to developing a successful and lasting program to support professional development.

## 3. CPD requirements

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### 3.1. All members

All members of the AASW (excluding retired & student) are required to participate in the CPD program. For the 2011/2012 member year all members are required to complete:

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Reflection, Ethical Practice & Career Development	10 points
Skills & Knowledge	10 points
Contributing to the Profession	10 points
<b>Total</b>	<b>30 points</b>

### 3.2 Accredited Social Worker status

Accredited Social Worker status gained by completing additional professional development is valued by many AASW members, and is a requirement for some workplaces. **Members satisfying these requirements in 2011/2012 will qualify for accreditation in 2012/2013.**

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Reflection, Ethical Practice & Career Development	25 points <i>(includes 'All Member' 10pts)</i>
Skills & Knowledge	25 points <i>(includes 'All Member' 10pts)</i>
Contributing to the Profession	25 points <i>(includes 'All Member' 10pts)</i>
<b>Total</b>	<b>75 points</b>

### 3.3 Accredited Mental Health Social Worker status

A requirement of maintaining AMHSW status for 2012/2013 is to complete the following professional development during the 2011/2012 membership year. Note that within the total 75 points you need to demonstrate completion of 30 points directly relevant to Mental Health practice, including the completion of the Government mandatory requirement for 10 hours of Focused Psychological Strategies related CPD.

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Reflection, Ethical Practice & Career Development	25 points <i>(includes 'All Member' 10pts)</i>
Skills & Knowledge	25 points <i>(includes 'All Member' 10pts)</i>
Contributing to the Profession	25 points <i>(includes 'All Member' 10pts)</i>
<b>Total</b>	<b>75 points</b>

### 3.4 College Member/Fellow (no division)

Australian College of Social Work members/fellows who are not members of a division are required to complete the following during the 2011/2012 membership year:

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Reflection, Ethical Practice & Career Development	25 points <i>(includes 'All Member' 10pts)</i>
Skills & Knowledge	25 points <i>(includes 'All Member' 10pts)</i>
Contributing to the Profession	25 points <i>(includes 'All Member' 10pts)</i>
<b>Total</b>	<b>75 points</b>

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### 3.5 College Member/Fellow (division)

Australian College of Social Work members/fellow who are members/fellows of a division are required to complete the following during the 2011/2012 membership year. Note that within the total 75 points you need to demonstrate completion of 30 points of Division specific professional development in the categories of 'Skills & Knowledge' and 'Contributing to the Profession'.

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Reflection, Ethical Practice & Career Development	25 points <i>(includes 'All Member' 10pts)</i>
Skills & Knowledge	25 points <i>(includes 'All Member' 10pts)</i>
Contributing to the Profession	25 points <i>(includes 'All Member' 10pts)</i>
<b>Total</b>	<b>75 points</b>

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### 3.6 Fully retired College Member/Fellow

Australian College of Social Work members/fellows who are fully retired members are required to complete the following during the 2011/2012 membership year:

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Reflection, Ethical Practice & Career Development	25 points
<b>Total</b>	<b>25 points</b>

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### 3.7 Table of requirements for all member groups

	Reflection, Ethical Practice and Career Development	Skills and Knowledge	Contributing to the Profession	Total Points	Notes
<b>All Members (excluding retired &amp; student)</b>	10pts	10pts	10pts	<b>30pts</b>	–
<b>Accredited Social Worker Status</b>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	<b>75pts</b>	–
<b>Accredited Mental Health Social Workers</b>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	<b>75pts</b>	30/75pts need to be MH Relevant and include 10 hours of FPS-related CPD
<b>College Members/Fellows (no div)</b>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	<b>75pts</b>	–
<b>College Members/Fellows (div)</b>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	25pts <i>(includes 'All Member' 10pts)</i>	<b>75pts</b>	30/75pts need to be Division specific (see 3.5 above)
<b>Fully retired College Members/Fellows</b>	25pts	–	–	<b>25pts</b>	–

## 4. CPD Tracker and recording CPD

For the 2011/2012 membership year a simplified logbook document will be provided to members to record activities. From 2012/2013 this will be replaced by a new 'CPD Tracker' for the AASW Website. This online system will replace the logbook as the way members record their CPD activities from 2012/2013. The system will also connect members to CPD opportunities.

As part of the 2011/2012 year of development the AASW will be seeking the participation of members in testing the CPD tracker system. If you are interested in participating as a tester in this important development please contact the AASW via email [cpd@asw.asn.au](mailto:cpd@asw.asn.au)

## 5. Branch activities

Professional development activities offered by AASW Branches are an important part of the CPD program and are worth double CPD points. Activities are advertised on the 'events' page of the AASW website and in Branch publications.

If you are interested in contributing to branch activities please contact your branch.

## 6. AASW Endorsed Professional Development

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The AASW can endorse training activities/providers assessed as of benefit to members. AASW Endorsed CPD activities attract double CPD points. AASW Endorsed training is advertised on the 'events' page of the AASW website.

Members interested in developing and presenting professional development should contact the Education Officer ([cpd@asw.asn.au](mailto:cpd@asw.asn.au)). Members are also encouraged to identify relevant training to the AASW for possible Endorsement and advertisement to other members.



*AASW Endorsed training will carry the 'AASW Endorsed CPD' Logo.*

## 7. Leave/exceptions

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Members unable to participate in the CPD program can apply for leave from the current CPD requirements. Applications should be in writing (email is acceptable) and should provide evidence. For the 2011/2012 membership year all members are encouraged to attempt participation and to provide feedback towards developing a program that is sensitive to member needs.

## 8. My CPD Plan

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A new CPD planner, allowing members to easily identify (to themselves and the AASW) their CPD needs and goals is currently being developed.

Simple to use, 'My CPD Plan' will allow members to develop personal development goals and identify the means to achieve them.

Members are encouraged to complete and upload their 'My CPD Plan' to their CPD Tracker early during the 2011/2012 membership year. This will allow the AASW to identify member needs and inform priorities for CPD for the coming year. Also completing and uploading a completed 'My CPD Plan' will earn members CPD points.

### Contact details

To contact your AASW Branch or the AASW CPD Program please check the 'Contact' page of the AASW website – [www.aasw.asn.au/contact](http://www.aasw.asn.au/contact) – for correct details.

## 9. List of CPD Activities

### **Category 1. Reflection, Ethical Practice and Career Development**

Activity	Points
Complete 'My CPD Plan'	5pts
Reflection on Code of Ethics	2pts No evidence
Reflection on Practice Standards	2pts
Receiving supervision (individual or group)	1 per hour (2pts if SW supervised)
Receiving mentoring (individual or group)	1 per hour
Receiving coaching (individual or group)	1 per hour
Peer Consultation	1 per hour
Case/Practice Discussion/Review	1 per hour
Complete workplace performance review activity	5pts
Other	5pts

### **Category 2. Skills and knowledge**

Activity	Points
Academic courses	5pts per unit
Workshops	1pt per hour
Skills packages and training	5pts per unit
Conferences	1pt per hour
Symposiums	1pt per hour
Seminars	1pt per hour
Panel presentations	1pt per hour
Case discussions (not part of usual work)	1pt per hour
Research projects (not part of usual work)	20 pts per project
Study tours	20 pts per tour
Reading publications	1pt per article/chapter
Writing a critical, reflective journal	5pts
Other	5pts

### **Category 3. Contributing to the profession**

Activity	Points
Conducting workshops	2pts per hour
Publishing refereed journal articles and chapters	20 pts
Publication of a complete book	50pts
Publication in a non refereed journal	10pts
Reviewing journal articles	5pts/article
Presentation of papers	5pts/hr
Field supervision of Social Work students	10pts per student
Member of AASW Committees and Practice Groups	20pts/cycle
Volunteering activity (non AASW)	10pts/cycle
Contributing to policy development	10pts/issue/membership year
Providing supervision, mentoring, coaching	1pt per hour (2pt per hour if you have had supervision training)
Registration on AASW supervision register	10pts for registering
Contribute to policy (public)	5pts
Contribute to research	5pts
Presentation of research findings	5pts per hour (first presentation only)
Other	5pts