# Logbook Template

The logbook template can be used to record your CPD activities to meet the Council’s requirements.

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| Details of CPD Activity | |
| Date and time of CPD activity |  |
| Location of activity (if applicable) |  |
| Type of CPD activity |  |
| Time (Hours) taken for activity |  |
| Source or reference and/or provider details; or  Name of facilitator/Speaker (if applicable) |  |
| Brief Description of the activity |  |
| Reflection on CPD Activity | |
| ***Summary of learning:***  What have you learnt?  How has the CPD contributed to your body of knowledge and skills? |  |
| ***Outcomes:***  How have you applied this learning to your work and integrated the knowledge and findings into your practice? |  |
| ***Further Learning:***  What further learning could you undertake? |  |