# research in practice



**Uploading your CPD record to Social Work England** 



You can use your Research in Practice CPD record to keep a list of resources accessed, with comments and reflections as to how these have impacted on your practice. This can then be exported and amended as a CSV document, and saved in your preferred format to attach to your Social Work England record.

www.researchinpractice.org.uk



#### Part one: Research in Practice website

#### A. When you are accessing a resource on the website, click the CPD button.



**B.** This will give you the option to add the resource this to your CPD reading list, with or without comments. To comply with Social Work England CPD entries on your account must include:

- Date of CPD the reflection or CPD must have been completed within the registration year (2 December 2019 to 30 November 2020)
- > What was your role in this example?
- > What did you do? More information to explain what you did/what happened.
- > Thinking about this example, how did it impact on the quality of your practice?

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#### C. You can then access your full CPD record through My RiP > My CPD

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E. You can then remove columns of any standards that are not relevant to your practice or the context of the CPD record, expand columns and edit the reflections.

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F. Use Wrap text and expand columns to see all content clearly. You can also change the page layout to landscape (recommended if exporting to PDF).

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**G.** Once you are happy with your record, you can either save as CSV or export to excel or PDF format. If you intend to upload your CPD record onto the Social Work England site, we recommend you export this as a PDF.

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A. To upload this onto Social Work England, log on to your account and go to Your CPD.

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**B.** Add a new entry, you can use either the structured or unstructured form, however the unstructured form might give you more flexibility to reflect on your CPD list. Enter the information required by the form and reflections on how you used this to support your practice.

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The form asks you to check the part of Standard 4, maintaining continuing professional development, you feel the CPD activity has met. Any of the of resources on the Research in Practice website might support your practice and enable you to continue meeting the standards. Which standards your CPD activity has met is dependent on:

- > the context in which you used them to inform you practice
- > what you did more of/less of/differently based on your learning from the resource
- > the impact that it had for your practice, your organisation and the children, families, and adults you support.

Below we have focused on Standard 4 and given some examples of the types of our resources we feel help meet each of these.

# **4.1** Incorporate feedback from a range of sources, including from people with lived experience of my social work practice.

All of our resources regularly incorporate the voice of children, families and adults with lived experience as well as feedback from practitioners and other professionals and experts about what works in social care practice. Many of our video and audio resources provide insight into their lives and stories. e.g. **the county lines webinars and resources**, **strengths-based practice video** and **carers case studies**. You can visit our **Involving people** or **Voice of the child** topic to access a range of resources to help you ensure you incorporate the voice of those you are working to support. In addition, our **Supervision resources** include tools to help you constructively give, gather and reflect on feedback from others.



# **4.2** Use supervision and feedback to critically reflect on, and identify my learning needs, including how I use research and evidence to inform my practice.

Reflecting on practice is integral to good practice. We have a range of tools that you can use to help you do this. e.g. practitioner self-audit and learning needs analysis from the <u>Good assessment</u> <u>handbook</u>, the <u>Reflective supervision resource pack</u>, <u>Analysis and critical thinking in assessment</u> <u>handbook</u> and a wide range of reflective questions and exercises within all our topic focused resources.



## **4.3** Keep my practice up to date and record how I use research, theories, and frameworks to inform my practice and my professional judgement.

Our **<u>Research summaries</u>** reflect current thinking, theories and research findings on a different topic each month. Our <u>Policy updates</u> encompass what is new nationally in terms of legislation, policy and good practice. <u>The case law and legal summaries</u> provide up to date information on recent judgements and the implications these have for practice.

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#### **4.4** Demonstrate good subject knowledge on key aspects of social work practice and develop knowledge of current issues in society and social policies impacting on social work.

Our resources are structured by topic to support your subject knowledge on key aspects of social care practice. They come in different formats, for example, events, webinars, publications and practice tools that with vary levels of detail on the topic. Our **news and views section** will also support development of knowledge of current issues and social policies as will the **policy update**, **research summaries** and **case law and legal summaries**.



## **4.5** Contribute to an open and creative learning culture in the workplace to discuss, reflect on and share best practice.

Using a range of the resources to support individual and team CPD and to promote being a learning organisation would help meet this standard. Also, for example, the <u>What difference are we making</u> and <u>Organisational audit for evidence-informed practice</u> would be helpful ways to evaluate and develop learning culture. Using the resources to support peer supervision, action learning, journal clubs, reading groups, highlighting key publications to colleagues, watching webinars and reflecting on the learning with others generally or in relation to specific cases are all ideas you could try.



## **4.6** Reflect on my learning activities and evidence what impact continuing professional development has on the quality of my practice.

This would be met by default as you complete the reflective template on the Research in Practice site and as you complete the Social Work England form.

#### **4.7** Record my learning and reflection on a regular basis and in accordance with Social Work England's guidance on continuing professional development.

This would be met by default as you record your reflection on the Research in Practice site and add it to their Social Work England account.

200		research in practice for adults
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	For help click here Your reflections on the content (you can complete this later if needed)	(b) to data sequences in solution and pro- to attractions activity.
	I agree and understand that by submitting this information I certify that I have read this content	
udit fo	Submit	
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#### **4.8** Reflect on my own values and challenge the impact they have on my practice.

We have several tools to support this. Try some of the analysis and critical thinking resources and our supervision tools, from the **Practice Supervisors Development Programme** particularly relevant are the **Using appreciative questions in supervision** and **Reflective learning for knowledgeable and ethical practice tool**.

#### **C.** Finally upload your CPD list and save.

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