**EVIDENCE BASED RECORD – CREDENTIALING – NEW APPLICANTS**

The Specialist Nurse Credentialing Program categorises Continuing Professional Development (CPD) into two distinct domains.

1. Education related activities – Professional Education
2. Practice related activities – Practice Development

This Evidence Based Record (EBR) is a record of your participation in a broad range of mental health nursing learning, practice and professional activities over the previous 12 months. It provides an opportunity to demonstrate that you have maintained, improved and broadened your knowledge, expertise and competence in the area of mental health nursing.

You must keep written documentation of CPD (evidence) that demonstrates completion of a minimum of 50 hours of CPD over the previous 12 months. At least 40 hours of CPD must be relevant to mental health nursing. Up to 10 hours of CPD, which is not directly related to mental health nursing, can be included. This could include CPR, undertaking a computer course, mandatory fire training, manual handling etc.

The following provides guidance on the types of activities that may be included under each domain:

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| **Professional Education:** (a minimum of 20 hours to be included in the 50 hours) | **Practice Development:**  (a minimum of 20 hours to be included in the 50 hours) |
| * Formal study such as university or TAFE courses/units relevant to the area of specialty (a maximum of 20 hours can be claimed) * Attending education programs run by specialist or professional nursing colleges * Attending ‘In house’ education programs, online education programs, courses, workshops, conferences and symposia * Presenting papers at conferences, seminars, symposia * Publications, such as contributing author, editor and author of book chapters * Delivery of formal lectures to others in area of mental health nursing * Providing other education - such as in service training, supervising/preceptoring, or undertaking assessments (nursing, medical, other) * Community support and education to community groups | * Undertaking Clinical Supervision for self or of others * Providing or receiving peer review/mentorship/preceptorship * Contribution to mental health nursing and/or the profession (such as Fellowship of the College, sitting on Boards and committees, reviewing documents, reviewing for refereed journals * Conducting clinical research and implementation of EBP interventions, programs, pathways * Leading or participating in projects relevant to mental health nursing * Policy and/or procedure development * Participation in quality improvement initiatives in mental health nursing including review of critical incidents (RCA panel reviews) and clinical audits * Participation in performance review/performance appraisal (appraisal of self or as an appraiser of others) |

**EVIDENCE BASED RECORD - CREDENTIALING**

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| **Full Name:** |  |
| **Month/Year - Month/Year:** |  |

**Part 1. Professional Education**

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| **No.** | **Activity (e.g. course title and provider, conference name) & description** | **Date(s)** | Evidence items that can be provided if required –DO NOT UPLOAD EVIDENCE UNLESS REQUESTED | TOTAL HOURS |
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| TOTAL = |  |

Part 2. Practice Development

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| **No.** | **Activity (e.g. name and organisation) & description** | **Date(s)** | Evidence items that can be provided if required –DO NOT UPLOAD EVIDENCE UNLESS REQUESTED | TOTAL HOURS |
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| **TOTAL =** |  |