



**SAVC: AUDIT 20__ CPD LOG FORM:
CONTINUING PROFESSIONAL DEVELOPMENT RECORD CHART**

INITIALS AND SURNAME: _____ REG.NO: _____

THREE YEAR CYCLE: 1 April 20__ to 31 March 20__, or cycle not completed yet

A minimum of 20 points is required for the first three year cycle, of which 10 points must be for structured activities

1st CPD cycle commenced on 1 April 2015 and closed on 31 March 2018 **ONLY LOG POINTS ON THIS FORM FOR CYCLE THAT STARTED IN 2015 ONWARDS.** Members registered on /after 1 April 2015 - cycle starts 1 April of the year following registration. Members enrolled for a formal educational programme in a chosen field of veterinary para-professional work are not required to accumulate CPD points during enrolment. Submit only proof of enrolment. Cycle starts 1 April following completion/ deregistration of programme.

Activity	Points value	Date	Event / Accreditation no: Please submit proof of the activity attended or participated in, and RETAIN documents_for five years	Points claimed
Include SAVC accreditation number where required *** Ask your service provider for this number or see the CPD list of accredited activities on the SAVC's website www.savc.org.za	See CPD regulations for more information			
1. Structured: A minimum of 10 structured points is required per three year cycle, and only this will be audited				
1.1 CPD courses *** (reg 5.1)	1 point/hour			
1.2 Conferences, seminars *** (reg 5.1)	1 point/hour			
1.3 Presentation/publication of refereed papers (reg 5.10)	5 points			
1.4 Presentation/publication of non-refereed papers (reg 5.9)	3 points			
1.5 Presentation/publication of papers for lay public (reg 5.7)	2 points			
1.6 Correspondence courses, audio/video/CD/Web *** max 10 points /cycle (reg 5.13)	2 points/day			
1.7 Written assessment tests*** (reg 5.2)	1 point			
1.8 Lecture preparation/presentation undergraduate (reg 5.3)	1 point			
1.9 Lecture preparation/presentation postgraduate (reg 5.3)	2 points			
1.10 Masters promoter (reg 5.11)	5 points			
1.11 PhD promoter (reg 5.12)	10 points			
1.11 Examinations (max 10 points/ cycle reg 5.4)	2 points/day			
1.12 Review of articles/books (reg 5.5)	2 points			
1.13 Policy/curriculum defence (max 10 points/ cycle reg 5.6)	2 points/day			
1.14 Inquiry bodies/expert witness (max 10 points/ cycle reg 5.8)	2 points/day			
TOTAL POINTS STRUCTURED ACTIVITIES				

2. Unstructured activities				
2.1 In-practice training and instruction: i) new graduates/ new field (reg 6.1) (max 20 points/ cycle) ii) collegial discussion (reg 6.3) iii) undergraduate supervision (reg 6.2)	1 point/week 1 point/2 hrs 1 point/day			
2.2 Reading (max 15 points/ cycle reg 6.4)	1 point/2 hrs			
2.3 Non-assessed audio/video tapes/IT packs (max 15 points/ cycle reg6.5)	1 point/2 hrs			
2.4 Non-veterinary related courses (max 10 points/ cycle reg 6.6)	1 point/hour			
TOTAL POINTS UNSTRUCTURED ACTIVITIES				

Please complete and return to the SAVC:

By e-mail: savc@savc.org.za

By fax: 012 345 6369

By post: PO Box 60114

Pierre van Ryneveld

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