

CPD Audit and Reflection Addendum

A workbook supplement for anyone who wants their five hours to cover reflective and audit components as well as learning.

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Before you start

Completing the course earns a Certificate of Completion for five hours. That certificate stands on its own, and you do not need this addendum to claim it.

This supplement is here for anyone who wants to get more out of the same five hours. Most online education only ever counts as traditional learning. The parts of CPD that ask you to reflect on feedback about your work, or to look at your own practice data, are harder to find and usually harder to fit in. The course contains material for both, and these pages are what turn that material into something you can record and evidence.

The added burden is about an hour, spread across three sittings.

ONE WAY TO STRUCTURE THE FIVE HOURS

Component	Time	Activity type	Evidence you keep
12 video modules and Master Clinical Workbook	1.0 hr	Educational activity	Certificate of Completion
Simulated Patient Lab, 10 scenarios, two passes each	3.0 hrs	Reviewing performance	Lab log, page 2
Pre and post consult audit with reflection	1.0 hr	Measuring outcomes	Tally sheets and reflection, pages 3 to 6
Total	5.0 hrs		

The Simulated Patient Lab carries the largest share for a reason. Each of the ten scenarios takes about ten minutes on a first attempt. Two passes through all ten is a little over three hours, and the second pass is where the reflection happens, because the only thing that makes a second attempt different is what you took from the first.

ORDER OF WORK

- 1 **Complete the baseline audit first.** It only works as a before and after if the before is genuinely before.
- 2 **Work through the 12 modules and the workbook.**
- 3 **Complete the Simulated Patient Lab.** Two passes per scenario, logged on the next page.
- 4 **Wait six to eight weeks of ordinary clinical work.** Long enough for any change to be real rather than novelty.
- 5 **Complete the follow up audit and the reflection page.**

Colleges and CPD homes differ in how they treat activities that span more than one category. Check the current position with yours. Keep these completed pages as your supporting evidence.

Simulated Patient Lab Log

Reflection on feedback about your work is what distinguishes reviewing performance from ordinary learning. The second pass is where that reflection shows up, because the only thing that makes a second attempt different is what you took from the first.

Complete both passes for all ten scenarios. In the final column, write one specific thing you did differently. Not how it felt. What you said, or what you left out.

Scenario	Pass 1 date	Pass 2 date	What I changed between pass 1 and pass 2
Erectile difficulty			
Premature ejaculation			
Vaginal dryness			
Low desire			
Pain during sex			
Postpartum changes			
Cancer and intimacy			
Body image			
Relationship disconnection			
Inclusive language			

ACROSS ALL TEN SCENARIOS

Which scenario was hardest, and what specifically made it hard?

What pattern shows up in your openings that you had not noticed before?

Baseline Audit

Complete this before you start the modules.

Review your next 20 consultations in which sexual health would have been a reasonable thing to raise. Eligible presentations are deliberately broad, so most people reach 20 within a fortnight. They include new antidepressant or antihypertensive prescriptions, menopause and perimenopause, diabetes review, postpartum checks, cardiovascular review, chronic pain, prostate concerns, contraception, cervical screening, and relationship or mood presentations.

Be honest in column three. The value of the exercise sits entirely in the accuracy of the baseline, and nobody sees this but you.

Audit period: from to

#	Presentation type	Sexual health raised? (Y/N)	What prompted it, or what stopped you	Patient response in one word
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Baseline count: sexual health raised in of 20 eligible consultations.

Follow Up Audit

Complete this six to eight weeks after finishing the course.

Same method, same eligibility criteria, same honesty. Do not select for consultations you expect to go well.

Audit period: from to

#	Presentation type	Sexual health raised? (Y/N)	What prompted it, or what stopped you	Patient response in one word
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Follow up count: sexual health raised in of 20 eligible consultations.

Reflection and Practice Change

This page is what turns two tally sheets into a measuring outcomes activity. Numbers on their own are not enough. What matters is that you interpreted your own data and did something with it.

1. THE NUMBERS

Baseline: of 20. Follow up: of 20. Change:

2. WHAT THE CHANGE TELLS YOU

If the number went up, what specifically made the difference? If it did not move, what got in the way?

3. WHERE IT WAS HARDEST

Which presentation type or patient group did you still avoid, and what is your honest read on why?

4. WHAT HAPPENED WHEN YOU DID RAISE IT

Pick one consultation from the follow up audit that went somewhere you did not expect. What did the patient tell you that you would not otherwise have known?

5. ONE COMMITTED PRACTICE CHANGE

One change only. Specific, observable, and small enough that it will still be happening in three months. Something closer to "add one screening line to every new SSRI prescription" than "be more open".

From today, I will:

6. RE-AUDIT DATE

Set a date now. Three months is usual. Put it in your calendar before you close this document.

Re-audit scheduled for:

RECORDING THE ACTIVITY

The Certificate of Completion states five hours and sets out the suggested breakdown. For most people that is all that is needed.

If you want to record the activity across more than one category, log it as 1 hour educational activity, 3 hours reviewing performance, and 1 hour measuring outcomes, and keep the completed lab log and audit sheets as your supporting evidence.

The Sexual Health Clinician is open to all medical practitioners. The course is designed to align with the CPD activity types recognised across Australian colleges. Requirements vary by college and change over time, so confirm the current position with your own CPD home. This is not currently an RACGP accredited activity and hours are self-recorded. An application for RACGP CPD Provider accreditation is planned.