

Summary of CPD Activity

Name: [REDACTED]	Job title: Head of Clinical Engineering	Year: [REDACTED]
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Date	Description	Type of activity	Benefits to self/own practice	Benefits/impact to service	Supporting evidence	Time (hours)
18/1/24	IPEM Trustees	Professional Activity	Attended the IPEM Trustees meeting to understand the role IPEM is playing in the profession and understand how its activities meet its charitable objectives.	Gained knowledge on IPEM activities that I am able to utilise in developing the role of my department.	Minutes of meeting	3
23/1/24	National Patient Safety Specialists Meeting	Formal / educational	Attended the national patient safety specialist meeting / webinar to learn about patient safety issues and investigations that are related to medical devices	Gained knowledge that I am able to use when investigation medical device related incidents within my role.		1.5
30/1/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1
2/2/24	Attend webinar with medical engineering department in China	Work based learning	Attend webinar organised by Mindray to present and share best practice between hospitals in the UK and China	Understanding of how practices differ across the world and how experiences of colleagues overseas can be used to improve practise in the UK.	Copy of presentations	2

7/2/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
13/2/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1
27/2/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1
28/2/24	Regional Apprenticeship meeting	Work based learning	Chaired the regional apprenticeship meeting with colleagues from across Yorkshire to work to develop a standardised apprenticeship training program for the region.	Gained the knowledge to help improve in house training programs for apprentices within my team.	Minutes of meeting	2
6/3/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
7/3/24	RCT management board	Professional activity	Chair the RCT management panel and discuss issues around registration of clinical technologists. This helped me to better understand how the RCT can	Feedback to RCT registered staff within my own department to help them understand issues around registration and public protection.	Minutes of meeting	3

			make improvements to the protection of the public through registration.			
18/3/24	Yorkshire and Humber Clinical Engineering network meeting	Work based learning	Chair the Y&H clinical engineering network and continued to develop standardised apprenticeship program	Gained the knowledge to help improve in house training programs for apprentices within my team.	Minutes of meeting	1
20/3/24	MDSO/MSO Conference	Formal / educational	Attend the MDSO/MSO conference to listen to presentations and learn about issues common to both the MDSO and MSO roles and how we can work to make improvements.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.	Minutes of meeting	4
3/4/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
5/4/24	Government FM Framework Review	Work based learning	Attend meeting to discuss proposed changes to NHS Premises Assurance Model (PAM) and how this will impact the data collection within the Trust	Understanding of updates with PAM to prepare for annual submission and presentation to the Trust board		2
16/4/24	National Patient Safety Specialists Meeting	Formal / educational	Attended the national patient safety specialist meeting / webinar to learn about patient safety issues and investigations that are related to medical devices	Gained knowledge that I am able to use when investigation medical device related incidents within my role.		1.5

18/4/24	Northern Regional medical device management face to face meeting	Work based learning	Attend the Northern region medical device management group meeting. A meeting of heads of department to discuss issues affecting the profession. Presentation also given by the sponsor.	Gained a better understanding of how trusts are being affected by changes to the NHS and sharing of best practice	Minutes of meeting	4
23/4/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1
25/4/24	IPEM Trustees	Professional Activity	Attended the IPEM Trustees meeting to understand the role IPEM is playing in the profession and understand how its activities meet its charitable objectives.	Gained knowledge on IPEM activities that I am able to utilise in developing the role of my department.	Minutes of meeting	3
1/5/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
8/5/24	IHEEM Medical Device Technical Platform	Professional activity	Attended the first meeting of the relaunched IHEEM MDTP to learn about the role.	Understanding how IHEEM MDTP will function to ensure I can support its activities.		1
21/5/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1

23/5/24	National Patient Safety Specialists Meeting	Formal / educational	Attended the national patient safety specialist meeting / webinar to learn about patient safety issues and investigations that are related to medical devices	Gained knowledge that I am able to use when investigation medical device related incidents within my role.		1.5
30/5/24	Clinical Technologists Trainee induction day	Professional activity	Presented the role of IPEM and the RCT to the new intake of clinical technologists, then attended remainder of the day to understand developments in the training scheme	Understanding of the clinical technologist training scheme to allow me to better support trainees.		5
5/6/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
17/6/24	National Patient Safety Specialists Meeting	Formal / educational	Attended the national patient safety specialist meeting / webinar to learn about patient safety issues and investigations that are related to medical devices	Gained knowledge that I am able to use when investigation medical device related incidents within my role.		1.5
19/6/24	Yorkshire and Humber Clinical Engineering network meeting	Work based learning	Chair the Y&H clinical engineering network and continued to develop standardised apprenticeship program	Gained the knowledge to help improve in house training programs for apprentices within my team.	Minutes of meeting	1
26/6/24 & 27/6/24	EMBE Expo	Formal / educational	Attended the EBME expo where I presented on professional registration and hosted a thought leadership	Gained knowledge from a wide variety of presentations to help me improve my own role and that of my team. Also		12

			workshop. I also attended the seminars and exhibition	learned about developments within medical devices		
3/7/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
4/7/24	RCT management board	Professional activity	Chair the RCT management panel and discuss issues around registration of clinical technologists. This helped me to better understand how the RCT can make improvements to the protection of the public through registration.	Feedback to RCT registered staff within my own department to help them understand issues around registration and public protection.	Minutes of meeting	3
18/7/24	IPEM Trustees	Professional Activity	Attended the IPEM Trustees meeting to understand the role IPEM is playing in the profession and understand how its activities meet its charitable objectives.	Gained knowledge on IPEM activities that I am able to utilise in developing the role of my department.	Minutes of meeting	3
25/7/24	National Patient Safety Specialists Meeting	Formal / educational	Attended the national patient safety specialist meeting / webinar to learn about patient safety issues and investigations that are related to medical devices	Gained knowledge that I am able to use when investigation medical device related incidents within my role.		1.5
30/7/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1

15/8/24	FIPEM Training	Professional activity	Attended an informal training session to understand how to assess applications for FIPEM prior to joining the IPEM fellowship panel	Learned how to assess applications in preparation for my role on the IPEM fellowship panel		1
4/9/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
20/9/24	IPEM Engineering Registration Panel	Professional activity	This is a panel I chair in my role as IPEM Vice President – Engineering. It covers engineering council requirements and oversees IPEMs activity in this area.	Gained an understanding of how IPEM manages the engineering council registration processes to help me chair this group through my time as VP.	Minutes of meeting	4
24/9/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1
26/9/24	South Yorkshire Healthcare Science Council Meeting	Work based learning	Attended to meeting of the SY HSC council to share issues and best practice from all healthcare science specialisms across the local region and discuss and agree areas for collaboration.	Gained an understanding of the issues affecting other HSC specialisms and learn what they have been doing to address these. This has allowed me to introduce new ideas into my own department.		1.5
1/10/24	Mindray Key Opinion Leaders	Work based learning	Attended the Mindray KOL meeting to explore ideas for working closer between the NHS and medical equipment manufacturers	Helped to develop ideas for better professional relationships between industry partners and promote best practice in the workplace. .		4
3/10/24	IHEEM Medical device	Professional activity	Attended IHEEM MDTP to discuss the work of the platform and the	Understanding of the requirements for developing the AE and HTM and how I	Minutes of meeting	1

	technical platform		development of AEs and HTMs for medical device management	can work with the TP to develop this piece of work.		
14 th to 16 th Oct 2024	IOSH managing safely course	Formal / educational	Attended formal training course	Gained an understanding of health and safety and risk management and how I can use this to improve these areas in my department	Certificate	18
21/10/24	Sonography Professional Regulation meeting	Professional activity	Attend meeting to discuss the steps required to make sonography a statutory regulated profession	Gained an understanding of the work required to help improve patient safety through statutory regulation. This will help inform my work with the RCT		
24/10/24	Northern Regional medical device management face to face meeting	Work based learning	Attend the Northern region medical device management group meeting. A meeting of heads of department to discuss issues affecting the profession. Presentation also given by the sponsor.	Gained a better understanding of how trusts are being affected by changes to the NHS and sharing of best practice	Minutes of meeting	4
30/10/24 & 6/11/24	Deliver webinars on professional registration	Professional activity	I delivered a series of webinars on the different types of professional registration and how to go about applying for them.	Gained an understanding of the questions applicants have in these areas and how I can better help and mentor others through the process.	Copy of presentation	2
7/11/24	RCT management board	Professional activity	Chair the RCT management panel and discuss issues around registration of clinical technologists. This helped me to better understand how the RCT can make improvements to the protection of the public through registration.	Feedback to RCT registered staff within my own department to help them understand issues around registration and public protection.	Minutes of meeting	3
13/11/24	Table top business	Work based learning	I attended a table top exercise to test the department business continuity plans	Gained a better understanding of how our BCP would work in practice to allow		2

	continuity exercise			me to revisit it and address any potential shortfalls.		
19/11/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1
21/11/24	Clinical Technologists Trainee induction day	Professional activity	Presented the role of IPEM and the RCT to the new intake of clinical technologists, then attended remainder of the day to understand developments in the training scheme	Understanding of the clinical technologist training scheme to allow me to better support trainees.		5
28/11/24	IPEM Engineering Standards Panel	Professional activity	This is another panel I chair as IPEM Vice President – Engineering. The panel has been inactive for a period of time and this initial meeting was to discuss the requirements IPEM have for this and how we can work as a group to meet them	I have a better understanding of the requirements of the IPEM ESP which will help me chair the panel and ensure the work is relevant.		2
2/12/24	IHEEM Software presentation	Professional activity	I attended a presentation on the software IHEEM uses for its authorising engineers to carry out audits, record their findings, and monitor progress against the actions.	This will allow me to utilise this software once the IHEEM AE- Medical device management is developed and becomes operational.		1
3/12/24	Northern Medical Device Management Meeting	Work based learning	Attended the NMDMM to learn about issues affecting the profession and engage in benchmarking activities and the sharing of best practice	Gained an understanding of matters affecting other Trusts and through benchmarking activity make steps to improve my own department.		1

4/12/24	MDSO Webex	Formal / educational	Attended the MDSO webex to understand about issues relating to the role of the MDSO and hear from organisations who share experience and ideas.	Gained an understanding of issues affecting the MDSO which I can use to improve my performance in this role.		1.5
6/12/24	IPEM Head of Clinical Engineering and Medical Physics Meeting	Work based learning	I attended the IPEM MPCE head meeting. This is a forum where issues and best practice are shared amongst senior professionals.	Gained an understanding of matters affecting other to improve my own department.	Minutes of meeting	2
16/12/24	RFID Workshop	Work based learning	Attended a workshop to review and discuss the Trusts RFID equipment tracking system and how improvements can be made.	Gained an understanding of issues users are having with the equipment tracking system to help improve things in this area.		2