



CPD FAQ Sheet

All advocates who have been issued a Statement of Attainment from the *Course in Military Advocacy (CiMA)* by the ATDP's partner Registered Training Organisation and who are not actively engaged on an ATDP training pathway are able to use the ATDP CPD activities to support and improve their ESO advocacy skills and knowledge.

The primary goal of CPD is to support ESOs and their advocates aiming to provide high-quality advice and help for veterans and families through ESO advocacy services. CPD activities are given a 'points' rating and these points are used as a simple indicator of how much CPD an advocate has undertaken.

In general, an advocate can stay up-to-date by undertaking suitable PD activities relevant to their advocacy needs equivalent to 15 points per year.

Advocates can check their own professional development record in their ATDP profile.

ESOs' ATDP Advocacy Register Authorised Persons can view a snapshot of their ESO's advocacy service advocates in the ESO's Advocacy Register profile.

ESOs are responsible for ensuring their advocates have the skills and knowledge to provide advice and help for veterans and their families. ESOs are also responsible for minimising risks associated with advocates' not developing skills and knowledge to keep pace with DVA legislation, policy, and process changes.

To be current, an advocate MUST accrue:

- 45 points over a 3 year cycle; and
- 15 points in each year of the cycle.

An advocate will be deemed to be current with the CPD program if:

- In the 1st year they accrue => 15 points (or pro-rata – see below)
- In the 2nd year they have accrued => 15 points
- In the 3rd year (and subsequent years) they have accrued => 45 points over the previous 3 years.

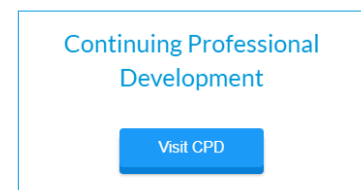
Contact Details for CPD

For all enquiries regarding CPD, please email: ATDPEnquiries@dva.gov.au. Your email will be directed to the most appropriate team member to answer your query.

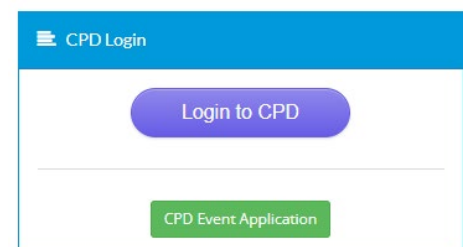
How to Apply for CPD POINTS

A Community of Practice (CoP) or other external event

Click on the Visit CPD from the Front page of the ATDP website



Click on CPD Event Application link



Complete External CPD event application form...

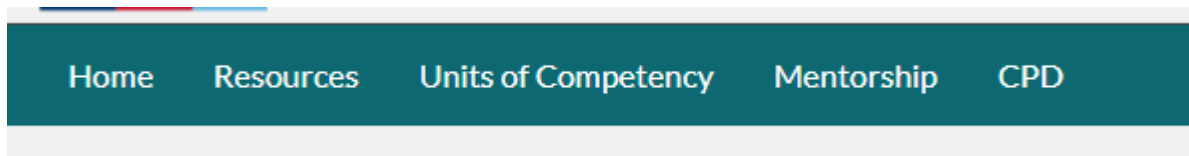
From this page you can also check on your existing event application by entering your reference number.

An external event convenor has responsibilities around record-keeping and submitting records to the ATDP so completion of activity can be recorded.

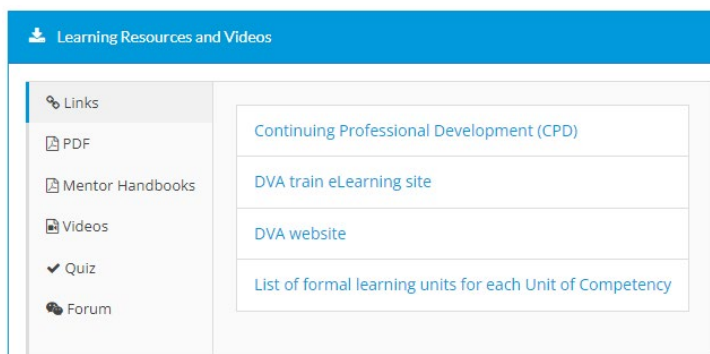
Pre-Approved CPD Activities

The volunteer ATDP CPD Team has considered a range of popular professional development (PD) activities suitable for and relevant to ESO advocacy services. To undertake them does not require additional approval from the ATDP CPD Team, though an advocate's ESO advocacy service manager may need to give approval for the advocate to undertake an activity or training as part of their risk management (insurance).

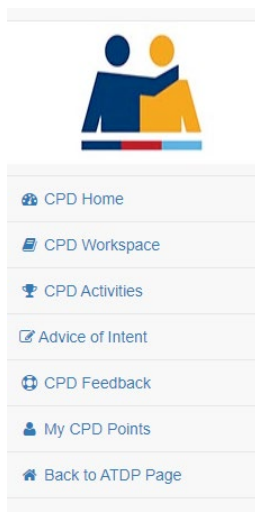
Click on Resources Tab at top of your profile



Select Continuing Professional Development (CPD) link



On the left hand side of the page, click on CPD Workspace



There are 20 CPD Program activities to choose from.

| # | Program name |
|----|---|
| 1 | Update Module 1 - Transition and MEC |
| 2 | Update Module 2 - Community Reintegration |
| 3 | Update Module 3 - Restoring Wellbeing |
| 4 | Update Module 4 - Rehabilitation and Compensation |
| 5 | Update Module 5 - Wellbeing Advocacy Overview |
| 6 | Undertaking an on-line quiz |
| 7 | Attendance at an ATDP approved seminar or CoP forum |
| 8 | Pre-Approved CPD Programs |
| 9 | Attendance at an ATDP webinar |
| 10 | Undertaking an on-line case study |
| 11 | Publication of professional paper (Military Compensation / Wellbeing) |
| 12 | Attendance at a 'specialist' ATDP course |
| 13 | CPD Administration |
| 14 | ADF Firefighter Training For Advocates |
| 15 | DVA Train - eLearning for Mentors |
| 16 | Mentoring in the ATDP – CPD Unit 1 Introduction to Mentoring |
| 17 | Mentoring in the ATDP - CPD Module Unit 2 Diversity in Learning Approaches |
| 18 | Mentoring in the ATDP - CPD Module Unit 3 Communication, Reflective Practice, and the WEL |
| 19 | Mentoring in the ATDP - CPD Module Unit 4 Provide Mentoring Support |
| 20 | Mentoring in the ATDP - CPD Module Unit 5 Types of Mentoring |

To see a list of Pre-Approved CPD Activities, click #8 Pre-Approved CPD Programs.

The following programs have been pre -approved for CPD points.

- ASIST (Version 11.1) - 5 CPD Point(s)
- AVERT - 1 CPD Point(s)
- Basics in Mentoring Workshop - 3 CPD Point(s)
- COVID-19 online training - 1 CPD Point(s)
- First Aid Certificate (HLTAID003) - 2 CPD Point(s)
- First Aid Certificates (Other) HLTA012 to HLTAID014 will be considered individually.
- Mental Health First Aid - 5 CPD Point(s)
- Open Arms Programs and Workshops
- Preventing Dementia (MOOC - UTAS) - 2 CPD Point(s)
- Provide ADVANCED RESUSCITATION HLTAID007 or HLTAID015 (Annual renewal) - 1 CPD Point(s)
- Provide Cardio Pulmonary Resuscitation (Annual renewal) - 1 CPD Point(s)
- Provide First Aid HLTAID003 or HLTAID011 (Renewed every 3 years) - 2 CPD Point(s)
- safeTALK - 3 CPD Point(s)
- START - 1 CPD Point(s)
- TAED404 Mentoring in the Workplace - 4 CPD Point(s)
- Understanding Anxiety - provided by Open Arms - 4 CPD Point(s)
- Understanding Dementia (MOOC - UTAS) - 4 CPD Point(s)

Further information regarding CPD can be located by clicking on the PROGRAMS / Continuing Professional Development (CPD) main menu from the Front page of the ATDP website.

