



Our logo represents our five core values:
**transparency, accountability, integrity,
expertise and respect.**

My Professional Plan

For the Practice Support Program

The My Professional Plan template will be available for chiropractors on April 1, 2021, and it should be completed before the end of the CE cycle, March 31, 2023.

You are required to:

1. Complete the **Competency Assessment**.
2. Use the results of the **Competency Assessment** to inform the “**My Professional Plan**” goals that you will set for the continuing education (CE) cycle that starts in April 2021. For example, if the Competency Assessment showed a possible gap in knowledge of legal requirements, you could set that as a goal in My Professional Plan.

The first two steps of **My Professional Plan** are setting goals and planning how you will achieve those goals. Ideally, these would be completed at the start of the CE cycle. You need only submit this form to the CCBC at the end of the CE cycle, after you have completed the learning, evaluated the impact the learning had on your practice, and recorded the learning in My Professional Plan.

As this is a tool the College would like to see chiropractors use for self-reflection and growth, the College will not scrutinize chiropractors’ entries. The only requirement of the College is completion of the fields and submission at the end of the CE cycle.

An online version of **My Professional Plan** is being created and will be released before April 2022. Until then, please download this form, save it on your computer and complete it there. All registrants will be notified when the online version of **My Professional Plan** is available, at that stage you can copy and paste the answers you developed in your saved form into the online **My Professional Plan**.

Use the examples of completed **My Professional Plan’s** from the [CCBC PSP website](#) to guide you.

If you have any questions, please email psp@chirobc.com

To recap:

- This is a mandatory goal setting tool that should be completed in the CE cycle that starts April 2021
- Complete it bearing in mind the results of the **Competency Assessment**
- Steps within **My Professional Plan** are completed intermittently throughout the CE cycle
- **My Professional Plan** need only be submitted at the end of the CE cycle
- An online version of **My Professional Plan** is being created, until then please download this form and complete it. When the online version is available, please copy and paste your completed answers into the online form.

My learning needs and interests for this CE cycle are:

Phrase as **SMART** goals. Learn about [SMART here](#). An example of a SMART learning objective is: Enhance my communications skills, allowing me to communicate with clients and coworkers more effectively before the end of the cycle.

I plan to meet my learning needs and interests by:

Sample

Evaluate:

After you have completed your activities for the CE cycle, you are expected to evaluate the effectiveness of your learning on your practice. You can use the following reflective questions to help you:

- What impact did this learning goal have on your practice?
- What did you learn about yourself through completing this learning goal?
- What will you do differently as a result of this learning?
- Did you identify areas for further growth?

Sample