## PEER AND PRACTICE ASSESSMENT PROGRAM

## Professional Portfolio Review Worksheet

Please complete this form as it relates to the self-assessment, and continuing education and professional development documents in your professional portfolio. Indicate if, in your opinion, the criteria are met (yes or no). If documents are missing, please explain why. The information you provide on this form will be provided to your assessor prior to your peer and practice assessment. During the peer and practice assessment, your assessor will go over your comments with you to discuss what has been done well and what areas need improvement.

Please ensure that you have your professional portfolio readily available and accessible during your virtual meeting as the assessor may ask to see various components of the portfolio.

| Registrant's name: |  |  |
| :--- | :--- | :--- |
| 1. Self-Assessment | Yes | No |
| The self-assessment documents include the following: |  |  |
|  |  |  |
| a. Completed copies of the Core Competency Practice Reflection and <br> Self-Assessment Questionnaire (required from 2016 - 2018) |  |  |
| b. Completed copies of the Learning Plan Tool (required from 2016 - <br> 2018) |  |  |
| c. Letter of completion of the online self-assessments (required from 2019 <br> to present) |  |  |
| d. Learning goals that are updated and modified on an annual basis |  |  |
| Registrant's Comments |  |  |


| 2. Continuing Education and Professional Development (CE and PD) |  |  |  |
| :--- | :--- | :--- | :---: |
| Continuing education and professional development documents include the following: |  |  |  |
| a. Ongoing tracking of CE and PD activities (CE logs - Category A, <br> Category B, and IVIT (where applicable)) | Yes | No |  |
| b. Proof of attendance/completion of CE and PD activities |  |  |  |
| c. The CE and PD activities align with the learning goals |  |  |  |
| d. Documents from the current and previous reporting cycles |  |  |  |
| Registrant's Comments |  |  |  |

