

Unit Title:	Reflecting on practice and continuous professional development
OCR unit number	Unit 02
Level:	4
Credit value:	6
Guided learning hours:	40

## Unit purpose and aim

This unit aims to develop the learner's understanding of reflective practice, its role in the development of effective practice, how to determine the need for continuous professional development and the impact that this has on own practice.

Learning Outcomes	Assessment Criteria
<p>The learner can:</p> <ol style="list-style-type: none"> <li>1. Understand methods used to reflect on practice</li> </ol>	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1.1 evaluate methods used to reflect on practice</li> <li>1.2 analyse the application of reflective practice methods on own practice and why is it important</li> </ol>
<ol style="list-style-type: none"> <li>2. Understand the need for continuous professional development activity</li> </ol>	<ol style="list-style-type: none"> <li>2.1 analyse the role of continuous professional development in the maintenance and improvement of practice</li> <li>2.2 evaluate continuous professional development approaches and activities to maintain and improve practice</li> </ol>
<ol style="list-style-type: none"> <li>3. Be able to reflect on own practice as a career development practitioner</li> </ol>	<ol style="list-style-type: none"> <li>3.1 review own practice using reflective practice methods</li> <li>3.2 review own practice with respect to current legislative requirements and codes of practice and ethics</li> </ol>
<ol style="list-style-type: none"> <li>4. Be able to meet own continuous professional development needs</li> </ol>	<ol style="list-style-type: none"> <li>4.1 produce personal action plans to update, maintain and improve practice</li> <li>4.2 undertake planned continuous professional development to update, maintain and improve practice</li> <li>4.3 review continuous professional development against identified professional development priorities</li> </ol>

## Assessment

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This unit is internally assessed and externally verified by OCR Assessors. Simulations are not allowed.

To achieve a Pass, learners must produce evidence which meets all the assessment criteria.

## Evidence requirements

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All evidence of a learner's performance must be generated in the workplace. Learners must produce their own work and assessors use a range of assessment methods. More information about suitable forms of evidence can be found in the OCR Level 4 Diploma in Career Information and Advice Centre Handbook.

## Guidance on assessment and evidence requirements

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In order to provide appropriate evidence to meet the assessment criteria for this unit the following methods can be used:

- assignment/report
- product evidence
- professional discussion.