



## Identifying CPD Learning Opportunities

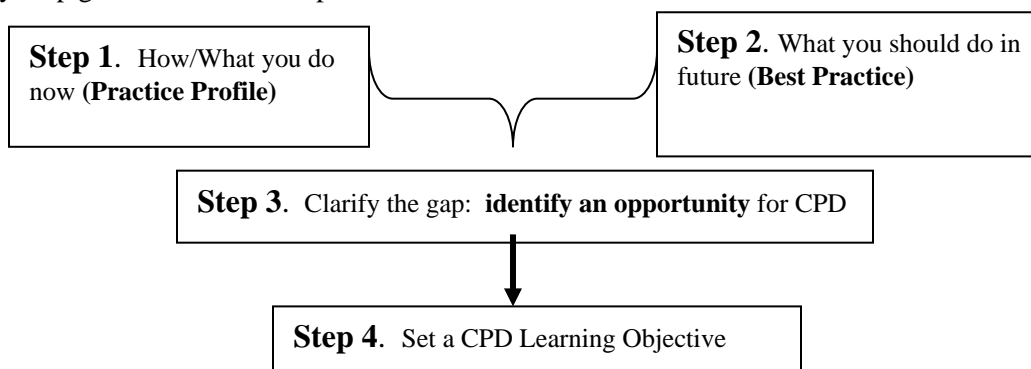
It may be difficult to identify CPD learning opportunities in the rush and pressure of day-to-day practice. Completing your **Professional Practice Profile** is one way to identify, specify, and clarify focused long-term learning goals or do a “Gap Analysis”.

A Gap Analysis is a process that allows you to pinpoint current practice issues or areas which could be a focus for your professional development. A self-directed Gap Analysis can show you where discrepancies might exist between current reality (e.g.: poor client compliance with recommendations) and the desired, aspirational, or optimal situation (consistent compliance), and thereby identify a learning opportunity for professional development. Gap Analysis is a form of professional reflection to identify CPD learning opportunities relevant to practice.

**When should I do a Gap Analysis?** A Gap Analysis can be conducted as you complete your Practice Profile and before you start to lay out a learning plan using the Planning Tool. The Gap Analysis can be refined or updated throughout the year as practice situations change.

### How do I do a Gap Analysis?

Gap Analysis is a 4-Step Process. Below is a visual representation of the process, as well as step-by-step guidance on how to proceed:



**Step#1-** Identify what is currently happening with your patients or in your practice. Using the Practice Profile is a good way to use actual data from your practice in order to clarify what your current/new roles are, who your current/new patients are, what areas you are confident or less confident in practicing, and what diseases you treat/services you provide most frequently.

**Step #2-** Define the “Gold Standard” or what is defined as “Best Practice” in the scope of practice or service area that you have identified as a “gap” or learning opportunity. In other words, what do you want to achieve/be doing in future regarding this scope or service? “*Best Practices*” can be found in the medical literature (peer-reviewed journals or veterinary websites), new standards introduced at large veterinary conferences or professional expectations outlines in CVO Publications, or through informed clinical experience of veterinary experts and respected colleagues.

**Step #3-** Clarify the gap/discrepancy between Step #1 and Step #2. This is the “Gap” that gives you an opportunity for focussed CPD. Are these opportunities related to knowledge, skill, attitude, or practice? By answering this question, you will begin to identify the types of CPD activities that will assist you in “closing the gap.”

**Step #4-** From these identified gaps, you can name CPD Learning Opportunities. These should be recorded on your CPD Plan.