APPENDIX A:

“CPD PORTFOLIO: PERFORMANCE SCENARIOS”

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| The CPD Portfolio described below offers one pathway for Candidates for Recertification to demonstrate competence across a broad spectrum of work settings. If you are unable to evidence 10 points utilizing the worksheet you may complete the performance scenarios for a maximum of 2 points. There are 6 scenarios available for .5 points each.  The “Performance Scenarios” provide opportunities to consider examples of day-to-day issues and activities within the Healthcare CPD environment and then to reflect upon how these situations relate to the Content Domains identified as pivotal to Healthcare CPD professionals.  Please read the six Scenarios described below and then select scenarios to complete a sufficient number to meet your 10 points (.5 points per scenario) up to 2 points maximum. For your scenario discussion; outline your preparation to respond to the scenarios; discuss the topic briefly [~500 words] and indicate the relevant Domain(s). Email the scenario(s) as a single Word document *along with a copy of your Portfolio Worksheet* to [acehp@acehp.org](mailto:acehp@acehp.org) with the subject line “Scenario Responses for Recertification”. Be sure to *include your name* in the subject line as well.  Please send your comments or feedback to [acehp@acehp.org.org](mailto:acehp@acehp.org.org)  February 2016 | | | | | |
| **CPD PORTFOLIO: PERFORMANCE SCENARIOS** | **Applicable Content Domain[s]** | | | | |
| **I** | **II** | **III** | **IV** | **V** |
| **Scenario 1:**  **Preparation:** Pull the primary literature on *one* of the Domains in the [Content Outline](https://members.acehp.org/p/cm/ld/fid=447) for the CHCP Exam.  **Discussion:** reflect upon the impact (or lack thereof…or potential impact) on your own practice as a Healthcare CPD professional. |  |  |  |  |  |
| **Scenario 2:**  **Preparation:** Select a real-life issue you have encountered in dealing with another stakeholder in the Healthcare CPD community (e.g., grant submission, joint sponsorship, commercial supporter or provider communications, faculty selection, marketing policies).  **Discussion:** Describe how you identified and resolved the issue [or not] and how the situation impacted the development and/or delivery of a Healthcare CPD activity. |  |  |  |  |  |
| **Scenario 3:**  **Preparation:** Explore the work of three authors on topics related to how adults learn. (Use primary references only and not interpretations of the primary reference)  **Discussion:** Cite the principles that you believe best apply to interdisciplinary learning and educational design in a clinical setting. |  |  |  |  |  |
| **Scenario 4:**  **Preparation:** Gather data from a research project or outcomes analysis that you completed -- or admired -- within the past year.  **Discussion:** Reflect on lessons learned and describe how what you have learned will motivate you in the future. |  |  |  |  |  |
| **Scenario 5:**  **Preparation:** Identify an ethical dilemma or obstacle that you observed within the Healthcare CPD community within the past year.  **Discussion:** Describe how you might coach a hypothetical management team on relevant topics, and what your intended outcome would look like. |  |  |  |  |  |
| **Scenario 6:**  **Preparation:** Attend a webinar or other educational activity that offers a skill set you wish you had.  **Discussion:** Reflect on the activity: why you chose it, what you learned, how it will impact your own practice. |  |  |  |  |  |

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