**CPD Scheme for Registered Occupational Therapists**

**Self-Study\* Report Form**

 **in the CPD cycle from 1 July\_\_\_\_\_\_(year) to 30 June\_\_\_\_\_\_(year)**

|  |  |
| --- | --- |
| **Date** | **Title of Journal Article / Book / Online Source** |
|  |  |
| Summary of the review: |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | : |  |  | Registration No. | : |  |
|  |  | (Surname first, in block letters)(Full name as registered in the Register of Occupational Therapists) |  |  |  |  |
| Signature | : |  |  | Date | : |  |

\*According to the Manual for Continuing Professional Development (CPD) Scheme for Registered Occupational Therapists issued by the Occupational Therapists Board in July 2023, self-study refers to ‘Review of information from a journal, a book, an online source, etc. relevant to Occupational Therapy or Board Professional aspects. Registrants should provide a summary report of not less than 200 words illustrating how the information could be applied to occupational therapy practice.’ One CPD credit point will be allocated for each self-study report. Maximum of 15 credit points per cycle (5 CPD credit points per year).

Instructions to registrants:

1. The summary should be between 200-300 words.
2. Please provide in the summary ‘**How the information could be applied to occupational therapy practice**’.
3. Tables and figures are not allowed in the summary.
4. Place citations in the summary as appropriate.
5. Other references, if any, are allowed, but should not be more than five references. The reference list should be put after the summary. The references are excluded from the 200-300 words counts.
6. The reference style for the journal/ book/ online source should be listed in APA style or Vancouver style. Examples are:

APA style for a journal paper:

Kielhofner, G., Fan, C-W, Morley, M., Garnham, M., Heasman, D., Forsyth, K., Lee, S. W., & Taylor, R. R.. (2010). A psychometric study of the Model of Human Occupation Screening Tool (Mohost). *Hong Kong Journal of Occupational Therapy*, *20*(2), 63-70. doi:[10.1016/S1569-18611170005-5](https://doi.org/10.1016/S1569-18611170005-5)

Vancouver style for a journal paper:

Kielhofner G, Fan C-W, Morley M, Garnham M, Heasman D, Forsyth K, Lee SW, Taylor RR. Psychometric Study of the Model of Human Occupation Screening Tool (Mohost). *Hong Kong J Occup Ther*. 2010;20(2):63-70. doi:[10.1016/S1569-18611170005-5](https://doi.org/10.1016/S1569-18611170005-5)

APA style for a book chapter:

Dickie, V. (2009). What is occupation? In E. B. Crepeau, E. S. Cohn, & B. A. B. Schell (Eds). *Willard and Spackman’s Occupational Therapy* (11th ed.) (pp. 15-21). Baltimore, Maryland: Lippincott Williams & Wilkins.

Vancouver style for a book chapter:

Dickie V. What is occupation? In: Crepeau EB, Cohn ES, Schell BAB, eds. Willard and Spackman’s Occupational Therapy. 11th ed. Baltimore, Maryland: Lippincott Williams & Wilkins; 2009. p. 15-21.

APA style for an online source:

Department of Health. (2021). *Health facts of Hong Kong (2021 Edition): Population and vital statistics for 2020*. Retrieved Jan 1, 2024, from https://www.dh.gov.hk/english/statistics/statistics\_hs/files/2021.pdf

Vancouver style for an online source:

Department of Health. Health facts of Hong Kong (2021 Edition): Population and vital statistics for 2020; 2021 [Accessed 1st Jan 2024].

Available from: <https://www.dh.gov.hk/english/statistics/statistics_hs/files/2021.pdf>