

A personal development plan to support dental antimicrobial stewardship

The personal development plan (PDP) is used to help you identify your Continuing Professional Development (CPD) needs for your cycle. You will create a plan for maintaining and developing your skills and knowledge within your field of practice and relate this to the General Dental Council's (GDC's) development outcomes. The GDC's 'plan, do, reflect, record' model encourages you to think proactively about your professional needs, field of practice and the GDC Standards for the Dental Team before embarking on CPD activity.

All health workers have an important role to play in supporting the appropriate and judicious use of antimicrobials, and there will be training that is relevant to all registrants, including having a basic knowledge of infection management. The Department of Health & Social Care Act 2008: Code of Practice on the prevention and control of infections and related guidance was updated in December 2022. This is relevant to all members of the dental team and includes guidance on antimicrobial stewardship in Criterion 3 which states the requirement for "appropriate antimicrobial use and stewardship to optimise outcomes and to reduce the risk of adverse events and antimicrobial resistance". For further information, visit [Health and Social Care Act 2008: code of practice on the prevention and control of infections and related guidance](#).

Everyone should support prescribers caring for patients with (suspected) infection to involve the patient and carer in shared decision-making to ensure patient-centred care. Developing skills in communication and supporting behaviour change will therefore be an important part of your PDP.

The [Dental antimicrobial stewardship: toolkit](#) contains links to guidance documents that can be used to update your knowledge and understanding.

Please note that this example is not intended to demonstrate a full PDP, but to give an example of how you may plan CPD activity relating to dental antimicrobial stewardship over the 5-year cycle. You will need to amend it to suit your role and the patients you treat.

My field of practice

My registrant title(s) and cycle period:	My work setting(s):	Any additional roles, qualifications or professional interests:	My patient population:
List each title you are registered under, your cycle period and total hours needed.	What is your place(s) of work and its environment? Different settings may require you to undertake certain roles and skills.	Do you have additional roles, qualifications, specialties or areas of focus or interest? Do any of these need continual learning or maintenance?	What are the oral health and management needs of patients in your care? Does this change across your work settings?

Personal development plan

All dental registrants, even if not directly responsible for prescribing, are recommended to include:

Learning or maintenance need	How does this relate to my field of practice?	Development outcome to which it links	What benefit will this bring to my work?	How will I meet this learning or maintenance need?	When will I complete the activity?
Infection prevention and control level 2	All staff must understand the principles and demonstrate competence in preventing and controlling infections, including those that are associated with healthcare.	B, C	It will ensure I am up to date with current recommendations, and ensure patient safety.	Disinfection and decontamination: the GDC recommend at least 5 hours in each cycle. This could be via a face-to-face course or online e-learning.	Annually
Infection prevention (decontamination) and control (IPC): complying with HTM01-05	All staff must understand the principles and demonstrate competence in preventing and controlling infections, including those that are associated with healthcare.	B, C	It provides evidence that I am treating my patients in an hygienic and safe environment with proper assurance systems in place.	Undertake regular audits and reflect on outcomes with colleagues in the practice. Then, taking action to put plans in place to improve any areas highlighted by the process.	Minimum, audit IPC processes every 6 months
Antimicrobial resistance (AMR) and infections	It is relevant to all health and care staff – both clinical and non-clinical – to understand the threats posed by antimicrobial resistance and ways to manage patients without antibiotics.	B, C, D	I will be able to provide care based on current evidence and authoritative guidance as required to meet GDC Standard 7.	FDI and British Society for Antimicrobial Chemotherapy: Tackling Antibiotic Resistance: What can the dental profession do?	At least once in 5-year cycle

Training and education

As your learning and development progresses, you will need to revisit these topics as an ongoing part of your PDP. There are a number of educational and training resources currently available. Training and education providers, such as NHS England Workforce Training and Education (formerly Health Education England), will also provide opportunities for learning at local events or online webinars. More training and educational resources are listed in the main toolkit.

e-learning for healthcare

All e-learning for healthcare (elfh) courses are free of charge. If you are not already registered with elfh, you will need to do this by accessing the [elfh home page](#). Once logged in, the full list of programmes is available on the elfh hub 'Full catalogue' page. Once you have completed any of the above courses, you must first generate a course completion certificate from the elfh hub.

Following this you must complete the relevant eEnhanced CPD form, referring to the course completion certificate. The Enhanced CPD forms can be accessed from the bottom of the [Dentistry page of elfh](#) in the 'Enhanced CPD'. Please note that both the relevant course Enhanced CPD form and the accompanying elfh hub course completion certificate should be kept as evidence in your records to demonstrate you have completed verifiable CPD, should the GDC request it.

Continuing professional development (CPD) activity log

For any CPD to be considered verifiable, the activity must be recorded on your activity log, and you must have collected corresponding evidence (for example certificates and mapping documents, if required).

As part of your CPD record for the GDC, you need to keep a log of all activity you have undertaken, which must include:

- the title and description of the CPD activity you completed
- the date it was undertaken
- the number of hours, as shown on the evidence of completion (for example certificate) provided by the course provider
- the GDC's development outcome(s) achieved from each CPD activity

CPD activity log

Date	Hours completed	Evidence of verifiable CPD, for example certificate	Title, provider and content of CPD activity	GDC Development Outcomes ABCD	How did this benefit my work?

It should also include a reflective element, or an indication that reflection has taken place.

Reflection

Reflection is an important process for you to evaluate the impact of your CPD activity. Taking some time to review and reflect on your activities allows you to assess what benefits you have gained and how you have implemented your learning. Activity should be undertaken consistently and recorded throughout your cycle. A complete CPD record includes your log of activity with development outcomes linked to each activity, your personal development plan and the evidence you have collected from each activity. You must submit your annual statement each year to the GDC, and you will be notified to make your CPD statement when you get your annual renewal notice.

For further information, visit [CPD for dental professionals](#).