



Professional Development Plan and Outcomes: Requirements and Instructions for Submission

January 2024

Overview of the Continuing Competency Program

The Saskatchewan College of Occupational Therapists (SCOT) was given the ability to self-regulate Saskatchewan occupational therapists through provincial legislation, *The Occupational Therapists Act, 1997*. It is the purpose of SCOT to protect the public by ensuring the competency of its members, which is monitored through our Continuing Competency Program.

Every SCOT member that holds a full practicing or restricted practising licence is required to complete the following at the time of licence renewal:

1. Submit the previous year's Professional Development Plan and Outcomes with **required reflection** and documented supporting evidence.
2. Complete the self-assessment tool and identify at least two competencies to improve upon during the upcoming licensing year. Members are not required to submit the completed self-assessment tool.
3. Submit at least **two new** goals identified in their Professional Development Plan. Ongoing goals from the previous membership/licensing year would be in addition and would not be considered a new goal.
4. The Professional Development Plan and Outcomes must be retained by the member for 10 years.

A member's Professional Development Plan and Outcomes (PDPO) are required to be revised during the membership/licensing year if they become unattainable or irrelevant due to the following:

- Changes in practice area
- Funding request(s) denied
- Course cancellation
- Other unforeseen circumstances

Members are required to submit revised goals to SCOT.

Document Sections

This document is divided into the following five sections.

- Section 1: Identifying the Completed Strategies & Associated Reflections into the Database (2023-2024 goals)
- Section 2: Uploading the Outcome Documents & Updating the Goal Status (2023-2024 goals)
- Section 3: Preparing your Professional Development Plan (2024-2025 goals)
- Section 4: Inputting the Professional Development Plan into the Database (2024-20245 goals)
- **New:** Section 5: Frequently Asked Questions

The first section describes how to record the completed strategies and associated reflections pertaining to the 2023-2024 goals.

The second section outlines the instructions for uploading the associated evidence documents and updating the status of the 2023-2024 goals.

The third section describes how to complete the preparation portion of the Professional Development Plan and anticipated Outcomes for the 2024-2025 goals using the form provided by SCOT.

The fourth section provides instructions on how to input the Professional Development Plan information directly into the online database. Inputting the Professional Development Plan and Outcomes information is required to complete the licence renewal process. **Please note: The steps in section 1 and 2 must be completed for the 2023-2024 goals before the 2024-2025 goals can be linked from the learning log to the CCP section of the database.**

New: The fifth section outlines the responses to some frequently asked questions.

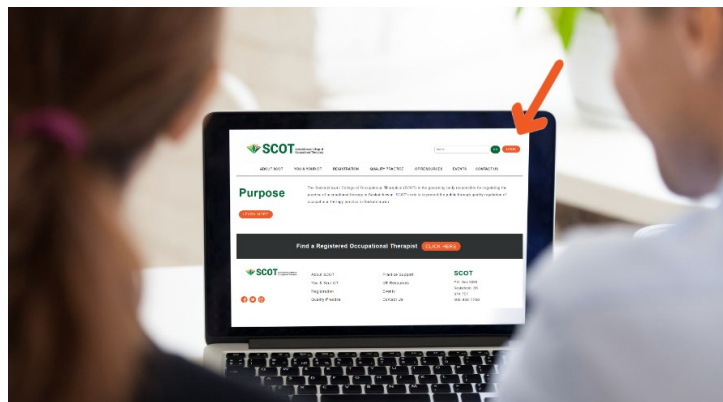
Section 1: Identifying the Completed Strategies & Associated Reflections into the Database

This section outlines how to input the Professional Development Plan and Outcomes completed strategies and evidence directly into the online database throughout the licensing year. The Professional Development Plan & Outcomes form can be used to prepare the information ahead of time. This section identifies the following steps:

- 1) Login to the Online Database
- 2) Access Learning Log
- 3) Select Goal Licensing Year
- 4) Add Learning Log Entry

1) Login to the Online Database

- Access the online database via the SCOT website (scot.sk.ca), click on **Login** at the top of the webpage and enter your e-mail and password.

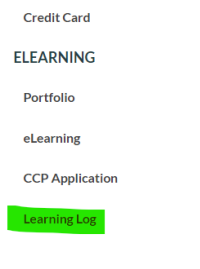


- If you forgot your password, click on ***I forgot my password***; input the email address where you receive SCOT information and click on ***Send Password Reset Link***. An automated email will be sent to the email address you provided. Click on ***Click to Reset Password*** and follow the prompts to set up a new password.



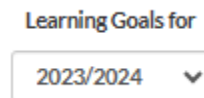
2) Access Learning Log

- Click on ***Learning Log***, located in the column on the left side.

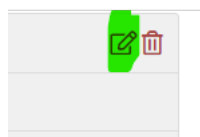


3) Select Goal Licensing Year

- Under the heading ***“Learning Goals for,”*** select the appropriate licensing year in the drop-down menu.

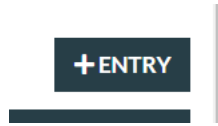


- A list of numbered ***GOALS*** and their ***RELATED CCP ACTIVITY*** that were previously inputted will appear.
- Goals can be edited as needed by clicking on the edit button associated with each Goal.



4) Input Evidence of Goal Progress/Completion

- Click on **+ENTRY** located on the bottom right section of the screen.



- Identify the **GOAL** in the numbered drop-down list that you are adding an entry for.
- In the space provided, **Describe the Learning Strategies Used** to work on/complete this goal.
- Select the date that the strategies were completed under the heading, **Date Complete**. Members are encouraged to complete the entries on the dates the strategies are completed as the dates cannot be backdated. If the strategies were completed on a previous date, click on the current date to identify completion of the strategies.
- Input a **Self-Reflection** pertaining to the strategies and the portion of the goal completed. Identify what was learned and how the learning outcome impacted practice (validated practice, enhanced practice, expanded knowledge, increased awareness of existing resources, etc.).

ADD LEARNING ENTRY ×

Related to
Goal #1 ▼

Describe Learning Strategies Used

Date Complete

Self-Reflection

SAVE

Section 2: Uploading the Outcome Documents & Updating the Goal Status

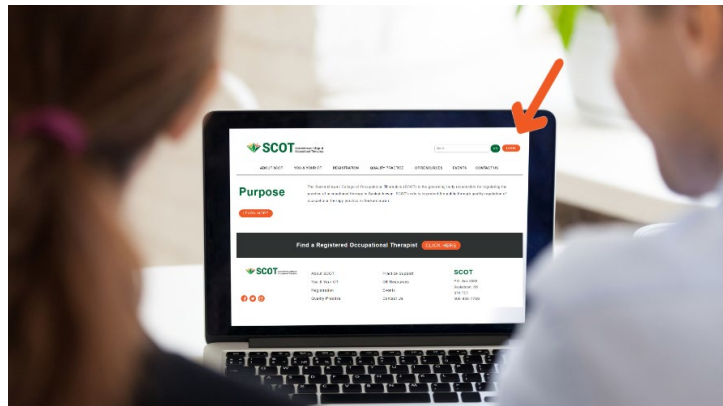
This section outlines the instructions for uploading the associated outcome/evidence documents and updating the status of the goals. This section identifies the following steps:

- 1) Login to the Online Database

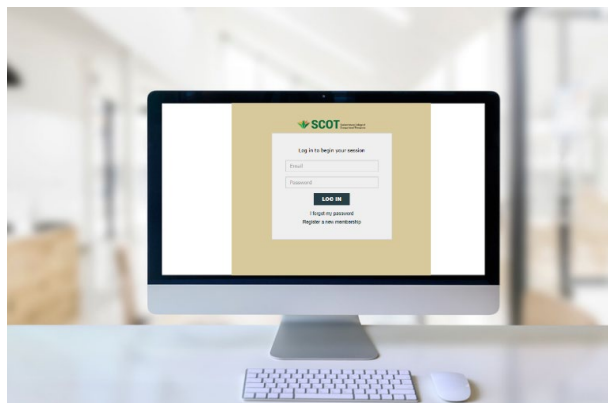
- 2) Access CCP Application
- 3) Select Category
- 4) Upload Outcome/Evidence Documents
- 5) Update Goal Status
- 6) Review Application Status

1) Login to the Online Database

- Access the online database via the SCOT website (scotsk.ca), click on **Login** at the top of the webpage and enter your e-mail and password.



- If you forgot your password, click on ***I forgot my password***; input the email address where you receive SCOT information and click on ***Send Password Reset Link***. An automated email will be sent to the email address you provided. Click on ***Click to Reset Password*** and follow the prompts to set up a new password.



2) Access CCP Application

- To access the Continuing Competency Program (CCP) Application page, click on ***CCP Application-2023***, located in the column on the left side.
 - If a different year is indicated, please contact SCOT staff.

ELEARNING

Portfolio

eLearning

CCP Application - 2023

Learning Log

- Check to make sure that the Cycle Start Date indicates February 15, 2023. If you have not already updated your goal status, it should read “0” valid competencies as indicated below.

The screenshot shows the SCOT Continuing Competence Program interface. The left sidebar contains navigation options: PROFILE MANAGEMENT (Member Details, Education, Employment, Languages, Declarations, Documents, Insurance, Regulatory Registrations (other than SCOT), Download Licence) and APPLICATIONS. The main content area is titled "Continuing Competence Program" and "View and manage your Continuing Competence Application". Below this is an "APPLICATION SUMMARY" table:

Current Status	In Progress
Cycle Start Date	2023-02-15
Required Competencies	2
Valid Competencies	0

Below the table, a message states: "You need 2 more credits to meet the minimum submission requirements." A "Submit for Review" button is visible.

3) Select Appropriate Category

- Select the competency pertaining to the 2023-2024 goal.
- If the 2023-2024 goal from the learning log is not already linked, fill in the information under the “New Activity” (Goal, Competency, Learning Strategies, start date/end dates, etc.) and select “Associate to existing learning plan goal” and select the goal to be linked.
 - If the “Associate to existing learning plan goal” is not generated, click on “Create Associated Learning Plan Goal.”

The "NEW ACTIVITY" form includes the following fields and options:

- Goal: Text input field
- Competency: Dropdown menu with "Please select..."
- Learning Strategies: Text area
- Start Date: Text input field
- End Date: Text input field
- Documents: Section with "Name of File:" and "Choose a file to upload:"
- Radio buttons for goal association:
 - Associate to existing Learning Plan Goal
 - Create associated Learning Plan Goal
 - No Learning Plan Goal
- Buttons: "Submit for Review" (from previous screenshot) and "SAVE ACTIVITY"

4) Upload Outcome / Evidence documents

- Optional: upload documents containing additional reflections or evidence of strategies completed associated with the goal. Click on **+Document** and a new window will appear. Click on the icon to **Choose a file to upload** from your computer. Then indicate the **Name of File** and click **Save**.

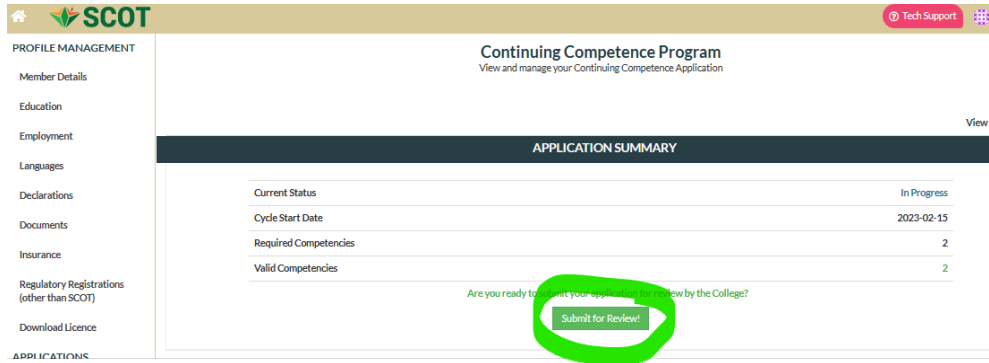
The screenshot shows a user interface with two main sections: 'STATUS' and 'DOCUMENTS'. Under 'STATUS', there is a dropdown menu currently showing 'Complete'. Under 'DOCUMENTS', it says 'No Documents' and has a green '+ Document' button. Below this is a modal window titled 'ADD DOCUMENT'. It contains a text input field for 'Name of File', a 'Choose a file to upload' button with a document icon, and two buttons at the bottom: 'CLOSE' and 'SAVE'.

5) Update Goal Status

- Under the **LOGGED ACTIVITIES** heading, update the **STATUS** of the goal from the drop-down menu.
 - Select **Completed**, if the goal has been completed and the evidence of completed strategies have been uploaded and identified in the Learning Log section.
 - Select **In Progress**, if the goal has not yet been completed and will be within the current licensing year.
 - Select **Future Goal**, if the goal will be carried over to the next licensing year. Additional learning strategies must be identified and a reflection as to why the goal was not completed must be provided.
 - Select **Omit**, if the goal is no longer relevant and a new goal has been created to replace it. Identify the reason the goal was omitted and upload the document under the **DOCUMENTS** heading.

This screenshot is similar to the one above, but the 'Complete' dropdown menu in the 'STATUS' section is highlighted with a green background, indicating it has been selected.

- Once the status of each goal has been identified, click on the green **Submit for Review!** button under the **APPLICATION SUMMARY** section on the **CCP Application page**.



- SCOT Staff will review the CCP Application and will approve, deny, or mark it incomplete as appropriate.

6) Review Application Status

- Select **Portfolio** in the left column to access the **PORTFOLIO OVERVIEW**.



- Review to ensure the Application **CYCLE START DATE** and **PROGRESS** are accurate.
- Review to ensure the **COMPETENCY ACTIVITIES** display the correct information (**application due date, application status, goal, type, related goal**).
- Review to ensure the **LEARNING GOALS** display the correct information (**goal, learning strategies, target date, related entries**).

Section 3: Preparing your Professional Development Plan

This section outlines how to complete the Professional Development Plan and Outcomes (PDPO) form, located on the [SCOT website](#).

Although the ***PDPO forms are no longer required for submission***, the information from the forms will be required for submission. Members may still choose to use the forms to assist with preparing their Professional Development Plan and Outcomes for submission into the database and for their own records.

Each section of the form is explained individually, outlining requirements, and providing guidelines for completion. The sections are explained as follows:

- 1) Registration Year, Goal Number, and Competency from Self-Assessment Tool
- 2) Goal

- 3) Learning Strategies/Activities
- 4) Anticipated Completion Date and Current Status
- 5) Outcomes/ Impact on Practice
- 6) Evidence Supporting Goal Completion/Progression

1) Registration Year, Goal Number, and Competency from the Self-Assessment Tool

Goal __ of __ Registration Year: Mar. 1, 20 __ __ to Feb. 28, 20 __ __	Competency I want to improve upon as identified in my Self-Assessment Tool (Choose one) <input type="checkbox"/> Domain A __. __ <input type="checkbox"/> Domain B __. __ <input type="checkbox"/> Domain C __. __ <input type="checkbox"/> Domain D __. __ <input type="checkbox"/> Domain E __. __ <input type="checkbox"/> Domain F __. __
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- Each practicing or restricted practising member is required to submit **two new goals** for their Professional Development Plan each renewal. The member establishes the goals by completing the Self-Assessment Tool to identify areas for further competency development. The corresponding competency from the Self-Assessment Tool is selected on the PDPO form. (Example: Domain E1.4)
- The Self-Assessment Tools is located on the [Saskatchewan College of Occupational Therapy website](#).
- The member identifies the goal number on the PDPO form (example: **Goal 1 of 2**). Each member is required to submit at least two new goals for each registration year.
- The member fills in the appropriate corresponding years for the membership/licensing year.

2) Goals

Goal (What I want to learn) (Is specific and measurable)

- The member completes a **S.M.A.R.T.** goal in relation to the competency selected from the Self-Assessment Tool.
- A **S.M.A.R.T.** goal is:
 - Specific
 - Measurable
 - Attainable
 - Relevant
 - Time specific

3) Learning Strategies

Learning Strategies/Activities (What I need to do to achieve my goal)

- The member lists the tasks that they will need to complete in order to achieve the goal.
- These learning strategies are established at the time of licensing renewal. The list of strategies can develop as the member works on their goal.
- The strategies should be specific (example: list books that will be read; courses; documenting work, speaking to specific individuals).
- When a learning strategies list is completed thoroughly and in detail, the items from the learning strategies list often provides the list of evidence when the goal is complete.

4) Anticipated Completion Date and Current Status

Anticipated Completion Date (Attainable and time oriented)	Current Status
	<input type="checkbox"/> Completion Date: _____ <input type="checkbox"/> In Progress <input type="checkbox"/> Omit (Reason) _____ _____

- The member should provide their best estimation of when the goal will be completed in the Anticipation Completion Date section. The time frame selected should complement the goal, and not necessarily span the time frame for the licensing year. For example, if a member plans to attend a course in mid October, the anticipated completion date could be approximately December 1, 2023, not February 28, 2024.
- The current status is selected by the member at the time of licensing renewal for goals from the previous licensing year.

5) Outcomes / Impact on Practice

Outcomes/ Impact On Practice (How this learning impacted my practice)
Check all that apply and provide reflection: <input type="checkbox"/> Validated my practice <input type="checkbox"/> Enhanced my practice <input type="checkbox"/> Expanded my knowledge <input type="checkbox"/> Increased my awareness of existing resources <input type="checkbox"/> Other _____
Please complete the attached reflection form

- In this section, each member will check the boxes that best apply to their completed goal.
- Each member is required to provide a reflection, which includes an analysis or summary explaining what they learned and how their learned outcome(s) impacted their practice. The reflection document is attached to the Professional Development Plan and Outcomes form.
- Reflection documents can be used as evidence to support learning and achievement of one's goal(s).
- Members can consider the following when writing their reflection:
 - Did the learning strategies/activities completed **validate your practice**? If so, how? If not, why?
 - Did the learning strategies/activities **enhance your practice**? Were they relevant/applicable? What are you now doing differently?
 - How have you **expanded your knowledge**? How have you incorporated that knowledge into your practice?
 - Did the professional development activities change your practice in ways **other** than those listed above? Describe.

6) Evidence Supporting Goal Completion / Progression

Evidence Supporting Goal Completion/Progression (Certificates, course material, books, notes, dates, etc.)
List evidence and location in portfolio:
If audited, evidence will be required to be submitted

- Ensure evidence is well documented and specific to the identified goal.
- If audited, ensure all evidence is attached and organized with the appropriate goal.
- The Professional Development Log can be used to standardize the evidence for strategies, such as teleconferences, lunch and learns, meetings, and self-study. See the link for the Professional Development Log: [Professional-Development-Log-dec-2020-\(1\).pdf \(scotsk.ca\)](#)
- Please see the PDPO audit checklist for examples of types of evidence to include: [Audit Checklist \(scotsk.ca\)](#)

Section 4: Inputting the Professional Development Plan into the Database

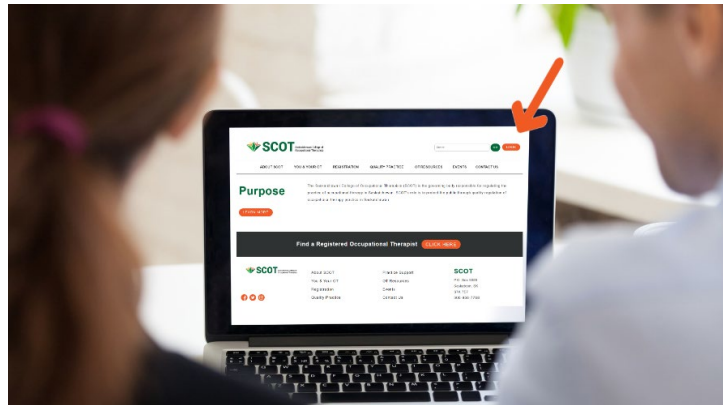
The two **NEW 2024-2025 Goals** as well as any **incomplete goals** carried over from the **2023-2024** licensing year will need to be inputted directly into the online database on the **CCP Application** and **Learning Log** page. This section outlines how to input the Professional Development Plan and Outcomes information directly into the online database.

This section identifies the following steps to input goals directly into the database:

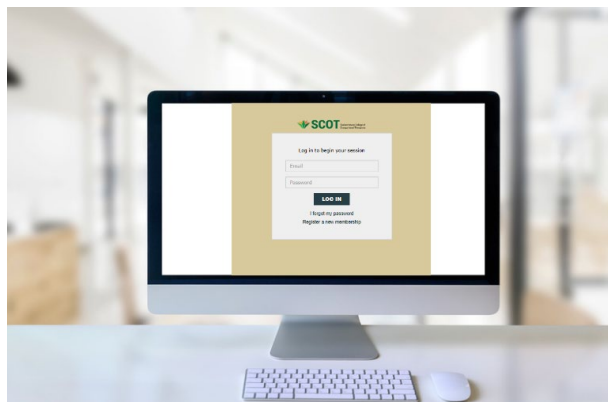
- 1) Login to the Online Database
- 2) Access Learning Log
- 3) Add Learning Goal
- 4) Access CCP Application Page
- 5) Select Category
- 6) Complete New Activity Section
- 7) Repeat Steps for All Goals

1) Login to the Online Database

- Members who are required to participate in the Continuing Competency Program must input the PDPO information directly into the database prior to the time of licencing renewals. To access the online database, members will need to login to their account.
- Access the online database via the SCOT website (scotks.ca), click on **Login** at the top of the webpage and enter your e-mail and password.

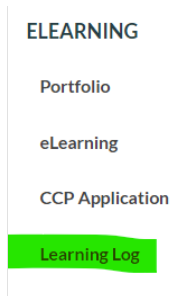


- If you forgot your password, click on **I forgot my password**; input the email address where you receive SCOT information and click on **Send Password Reset Link**. An automated email will be sent to the email address you provided. Click on **Click to Reset Password** and follow the prompts to set up a new password.

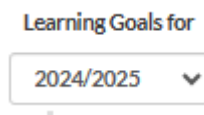


2) Access Learning Log

- To access the Learning log, click on **Learning Log**, located in the column on the left side.

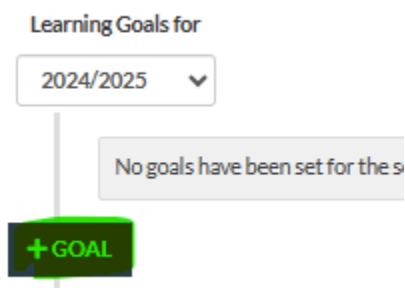


- Select the appropriate licensing year in the dropdown menu for the **Learning Goals**.



3) Add Goal

- Click on the **+GOAL** button.



- Input **Goal** in SMART Goal format.
- Input **Learning Strategies** (activities that will be completed to achieve goal)
- Select **Target Date** for goal completion.
- Click **Save**

4) Access CCP Application Page

- Once SCOT staff have approved the CCP Application – 2023, the CCP Application – 2024 will be generated.
- Click on **CCP Application-2024** located in the column on the left side of the screen once available.

5) Select Category

- Click on the Competency pertaining to your goal.

COMPETENCIES FOR OCCUPATIONAL THERAPISTS IN CANADA, 2021

COMPETENCY DOMAINS:

A - Occupational Therapy Expertise ? Activities Logged: 0
B - Communication and Collaboration ? Activities Logged: 0
C - Culture, Equity, and Justice ? Activities Logged: 0
D - Excellence in Practice ? Activities Logged: 0
E - Professional Responsibility ? Activities Logged: 0
F - Engagement with the Profession ? Activities Logged: 0

6) Complete New Activity Section

- **IMPORTANT:** Input your Learning **Goal** into the comment box. Ensure your goal is the same as what is indicated in your learning log. You may copy and paste the information from your learning log. The goal in the CCP application is the goal you are submitting to SCOT and will be audited if selected for audit. **Do not** leave blank and **do not** insert “Goal# 1”, “Goal# 2” etc.”.
 - The same goal indicated in your learning log is for you to refer to during the membership/licensing year.
- Select the specific **Competency** and **Performance Indicator** from the drop-down menus that correspond with your goal.

- Refer to the Self-Assessment Tool or *Competencies for Occupational Therapists in Canada, 2021* as needed.
- **IMPORTANT:** List the **Learning Strategies** that will be used to complete the goal. Ensure these strategies are the same as what is indicated in your learning log. You may copy and paste the information from your learning log. This is the information that will be audited if selected for audit. The same information will be in your learning log to refer to and edit as needed during the membership/licensing year.
- Indicate your new goal **Start Date**. This date needs to be within the licensing year that it corresponds with (after March 1, 2024).
- Indicate your anticipated goal completion **End Date**. This date needs to be within the licensing year that it corresponds with (prior to February 29, 2025).
- Select **Associate to existing Learning Plan Goal** (Learning Plan Goal was completed in step 3).
 - Identify your Learning **Goal** in the dropdown menu.
- If the Associate to existing Learning Plan Goal is not available as an option, choose “Create Associated Learning Plan Goal.”
- Click **Save Activity**.

NEW ACTIVITY

Goal

Competency

Please select... ▼

Learning Strategies

Associate to existing Learning Plan Goal
 Create associated Learning Plan Goal
 No Learning Plan Goal

Start Date

End Date

Documents ⓘ

Name of File:

Choose a file to upload:

+ Document

SAVE ACTIVITY

7) Repeat Steps for All Goals

- Complete steps #2-6 in this section to add a minimum of two **NEW** goals for the upcoming licensing year.

NEW: Section 5: Frequently Asked Questions

Question #1: *Why do I need to submit the same information into the learning log and then again in the CCP Application section?*

Response #1: The CCP Application is what you submit to SCOT. It will need to be accessed primarily during renewals. During this renewal, you will set-up your 2024 CCP application. This is not editable, and there will be a record of what you submitted. If you are selected for audit, the information (inputted goals and strategies etc.) provided to SCOT in this section will be audited. Once you complete your goals, you may upload documents/reflections to this section and identify the status of the goal and submit the 2024 application to SCOT.

- Prior to March 1, 2024: Set up 2024 CCP Application with two new goals that are linked to the learning log.
- Prior to or during 2025 Renewal (next year): Upload any applicable documents (evidence or reflections) and status of the goal once completed. Once two goals have been completed, submit the 2024 CCP Application to SCOT.

The learning log is a place for you to review your goals and learning strategies throughout the year. If you need to update any wording within your goal (without changing the intent), you can do so within the learning log. Learning strategies can be added and/or updated as needed. At the bottom of the page of the learning log, you have a place to identify the strategies you use throughout the year and input your reflections. This can be done throughout the year and this whole page is editable as you need. Members are encouraged to access the learning log page throughout the year as strategies are completed towards your goals.

Question #2: *I am no longer able to complete my goal throughout the year, what do I do?*

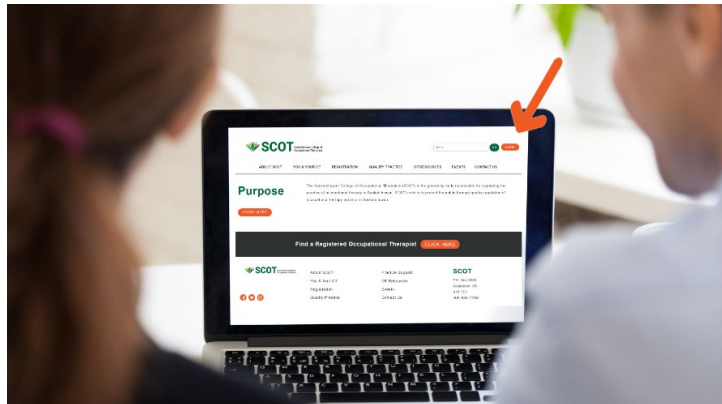
Response #3: If your goal become unattainable throughout the year, you will need to omit it within the CCP application section and provide rationale either at the bottom of the learning log page (+entry) or upload a document identifying the rationale within the CCP application section. Once you omit the goal within the CCP Application section, the goal in the learning log will no longer be editable and it will indicate: "OMITTED". Then create a new goal within the learning log and link it to the CCP Application.

Question #3: *I did not have goals for this current membership/licensing year (2023-2024). How do I submit the 2023 CCP application required for renewals when I did not have any goals?*

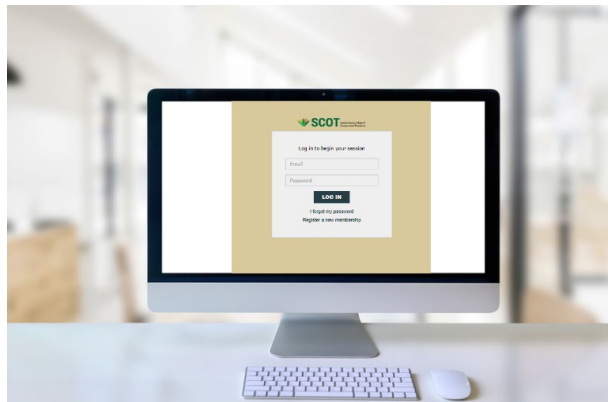
Response #3: Members who obtained a licence within the membership/licensing year were not required to complete goals for 2023/2024. If you did not renew as a practising member for March 1, 2023, then you would not have any goals to complete. This applies to those that obtained a practising or restricted practising licence within the membership/licensing year. Sections #1 and #2 of this document will not apply, however goals for 2024/2025 will need to be submitted prior to renewing (section #3 and section #4). To submit the 2023 CCP application on the database, please complete the following:

1) Login to the Online Database

- Access the online database via the SCOT website (scotks.ca), click on **Login** at the top of the webpage and enter your e-mail and password.

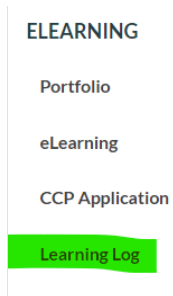


- If you forgot your password, click on **I forgot my password**; input the email address where you receive SCOT information and click on **Send Password Reset Link**. An automated email will be sent to the email address you provided. Click on **Click to Reset Password** and follow the prompts to set up a new password.



2) Access Learning Log

- To access the Learning log, click on **Learning Log**, located in the column on the left side.



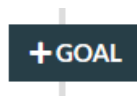
- Select the appropriate licensing year in the dropdown menu for the **Learning Goals**.

Learning Goals for

2023/2024 ▼

3) Add Goal

- Click on the **+GOAL** button.





- Input "N/A" under **Learning Goal**.
- Input "N/A" under **Learning Strategies**.
- Select any date prior to March 1, 2024 under **Target Date**.
- Click **Save**

A screenshot of a web form titled 'ADD LEARNING GOAL'. The form has three main sections: 'Learning Goal' with a text input field containing 'N/A'; 'Learning Strategies' with a larger text area containing 'N/A'; and 'Target Date' with a date input field containing '2023-12-01'. A dark blue 'SAVE' button is located at the bottom right of the form.

4) Access 2023 CCP Application Page

- Click on **CCP Application-2023** located in the column on the left side of the screen or click on **CCP Menu** from the learning log goal.

ELEARNING

Portfolio	GOAL # 2023  
eLearning	N/A
CCP Application - 2023	Target Date: 2023-12-13
Learning Log	LEARNING STRATEGIES N/A NO RELATED COMPETENCY ACTIVITY ADDED. <i>Edit relations from the CCP Menu</i>

5) Select Category

- Click on any one of the Competencies.

COMPETENCIES FOR OCCUPATIONAL THERAPISTS IN CANADA, 2021

COMPETENCY DOMAINS:

A - Occupational Therapy Expertise  Activities Logged: 0
B - Communication and Collaboration  Activities Logged: 0
C - Culture, Equity, and Justice  Activities Logged: 0
D - Excellence in Practice  Activities Logged: 0
E - Professional Responsibility  Activities Logged: 0
F - Engagement with the Profession  Activities Logged: 0

6) Complete New Activity Section

- Input "N/A" into the **Goal** comment box.

- Select any **Competency** and **Performance Indicator** from the drop-down menus.
- Input “N/A” into the **Learning Strategies** section.
- Identify any date within the licencing year for the **Start Date**.
- Identify any date within the licensing year for the **End Date**.
- Select **Associate to existing Learning Plan Goal** and select one of the “N/A” goals from the dropdown menu.
- If the Associate to existing Learning Plan Goal is not available as an option, choose “Create Associated Learning Plan Goal.”
- Click **Save Activity**.

NEW ACTIVITY

Goal

Competency

Please select... ▾

Learning Strategies

Associate to existing Learning Plan Goal

Create associated Learning Plan Goal

No Learning Plan Goal

Start Date

End Date

Documents ⓘ

Name of File:

Choose a file to upload:

+ Document

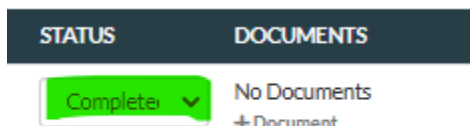
SAVE ACTIVITY

7) Repeat Steps Once More

- Complete steps #2-6 in this section once more.

8) Update Goal Status

- Under the **LOGGED ACTIVITIES** heading, update the **STATUS** of both “N/A” goals from the drop-down menu.
 - Select **Completed** for both.



- Click on the green **Submit for Review!** button under the **APPLICATION SUMMARY** section on the **CCP Application page**.

SCOT

Tech Support

PROFILE MANAGEMENT

Member Details

Education

Employment

Languages

Declarations

Documents

Insurance

Regulatory Registrations (other than SCOT)

Download Licence

APPLICATIONS

Continuing Competence Program

View and manage your Continuing Competence Application

View

APPLICATION SUMMARY

Current Status	In Progress
Cycle Start Date	2023-02-15
Required Competencies	2
Valid Competencies	2

Are you ready to submit your application for review by the College?

Submit for Review!

- SCOT Staff will review the CCP Application and will approve it and you may submit your licence renewal.