

# My CCP Examples




The Alberta College of Medical Diagnostic and Therapeutic Technologists exists so that the public is assured of receiving safe, competent and ethical diagnostic and therapeutic care by regulated professionals.

# About this document

- For more details on the College's Continuing Competence Program (CCP) and instructions on how to complete it, please visit [acmdtt.com/CCP](http://acmdtt.com/CCP).
- This document includes examples to guide regulated members in completing different forms on the My CCP platform:
  - Learning Plan
  - Single Learning Record
  - Multisource Learning Record
  - Multi-session Learning Event Record



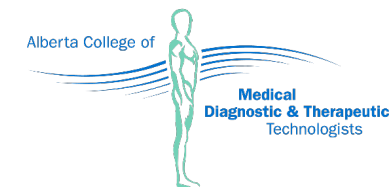
A light beige textured notebook with a black pen and a brown leather label on a wooden background.

2021-2022

# Learning Plan



# Learning Plan



Add New Objective

Save

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## Objectives

**Note:** A Learning Objective is not considered complete until all 3 fields in a panel are filled out.

Learning objective:

Delete

Standards Indicator:

1.1b. Assess the patient's level of understanding of the procedure and adapt communication and assessment accordingly.

Possible learning activities/resources:

Learning objective:

Delete

Standards Indicator:

5.0a. Maintain and manage professional boundaries with patients at all times.

Possible learning activities/resources:

# Learning Plan: Example 1

## Learning objective:

Research new imaging techniques, their applications to patient, pathology and anatomy.

## Standards indicator:

2.2c. Maintain knowledge of current and evolving technologies and integrate new learning into practice, as appropriate.

## Possible learning activities/resources:

Attend conferences, review literature and discuss with vendor application support and other hospitals to gain their knowledge and experiences.

# Learning Plan: Example 2

## Learning objective:

Refresh knowledge of fluoroscopy to ensure maintenance of safe practice.

## Standards indicator:

4.3a. Have the necessary knowledge, skills and judgment to operate the equipment and utilize materials for procedures.

## Possible learning activities/resources:

Fluoroscopy course.

# Learning Plan: Example 3

## Learning objective:

Renew CPR to ensure I am capable of responding and providing care in an emergency situation.

## Standards indicator:

4.2f. Recognize an emergency situation and take appropriate action (e.g., seek help, administer first aid/basic life support).

## Possible learning activities/resources:

CPR course.

# Learning Plan: Example 4

## Learning objective:

Gain more knowledge of Indigenous Populations to help prepare them for their exams.

## Standards indicator:

1.1e. Be aware of the individual needs of patients and patients' expressed wishes and adapt approach, if appropriate, within the limitations of the procedure (e.g., consider the patient's cultural, physical, emotional and cognitive needs).

## Possible learning activities/resources:

Enroll in an Indigenous Awareness and Sensitivity training course.



# Learning Plan: Example 5

## Learning objective:

Gain more knowledge on how to properly and professionally deal with patients by not crossing any personal boundaries or creating uncomfortable situations.

## Standards indicator:

5.0a. Maintain and manage professional boundaries with patients at all times.

## Possible learning activities/resources:

Enroll in the Protecting Patients from Sexual Abuse and Misconduct course offered by AFRHP.

# Learning Plan: Example 6

## **Learning objective:**

Increase and refresh knowledge of positioning and pathology through working with students and using the software PeerView.

## **Standards indicator:**

3.2b. Facilitate the sharing of professional knowledge with students, colleagues, patients and the public (e.g., preceptorships, presentations, journal clubs, public information sessions).

## **Possible learning activities/resources:**

Be involved in PeerView by reviewing positioning, pathology, and best practice scenarios. Increase my knowledge by working with students through precepting. Review cases and pathology with students and research case-based knowledge by answering student questions and inquiries.

A person with dark hair, wearing a grey patterned sweater and a pearl bracelet, is seated at a table, writing in a notebook with a black pen. The table is cluttered with various items: a clear plastic water bottle, a white disposable cup with a floral pattern, a brown paper cup, and a small white container. In the background, another person is partially visible, and the setting appears to be a classroom or a meeting room. The text "Learning Activities" is overlaid in a large, bold, white font, and "Single Learning Record" is overlaid in a smaller, bold, white font below it.

# Learning Activities

## Single Learning Record

# Learning Activities: Single Learning Records



## Single Learning Record

CCP Year:

Title: (\*Required)

Activity Start Date: (\*Required)

Activity End Date:

Activity Sponsor/Speaker:

Type of Activity:

Overview of Activity Content: (\*Required)

Explain how this learning has been useful to your practice (Self-Reflection): (\*Required)

This activity supports an objective in my Personal Learning Plan: ☐ Yes ☐ No

Total CCP time:

Supporting documentation

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# Single Learning Record: Example 1

**Title:** Protecting Patients from Sexual Abuse and Misconduct

**Activity Start Date:** May 14, 2022

**Activity End Date:**

**Activity Sponsor/Speaker:** AFRHP

**Type of Activity:** Structured course

## Overview of Activity Content

This course helped to familiarize healthcare workers with the Act to Protect Patients. Content included recognizing and preventing sexual abuse and sexual misconduct in the work environment, defining the differences between abuse and misconduct, and how trauma can affect patients.

## Explain how this learning has been useful to your practice (Self-Reflection)

This learning has been useful for my practice by increasing my knowledge to assist in protecting the public by being able to identify, eliminate, and properly address any sexual abuse and sexual misconduct that may have been committed by regulated health professionals against their patients. This course helped show me how to effectively communicate to patients and explain the goals and requirements of the tests so the patient clearly understands the care they are about to receive.

**This activity supports an objective in my Personal Learning Plan:** Yes No

**Total CCP time:** 4

# Single Learning Record: Example 2

**Title:** Student precepting and educating

**Activity Start Date:** September 1, 2021

**Activity End Date:** August 31, 2022

**Activity Sponsor/Speaker:** Hospital site

**Type of Activity:** Precepting

## Overview of Activity Content

As a preceptor, the technologist is responsible and accountable when supervising student activities. A preceptor is an experienced technologist who provides a learning experience to a student. Precepting involves teaching, demonstrating and observing the student as well as providing feedback and support.

## Explain how this learning has been useful to your practice (Self-Reflection)

Precepting has been useful to my practice. Working with students helps me stay current with knowledge, whether an anatomy review or teaching how to position a patient. Sharing my knowledge benefits both the student and me. Giving back/teaching to the next cohort of students is very rewarding. There is an overall satisfaction with seeing students develop and grow within the field and become great at the profession. This satisfaction improves my overall mental health in an otherwise sometimes stressful workplace environment.

**This activity supports an objective in my Personal Learning Plan:** Yes No

**Total CCP time:** 5

# Single Learning Record: Example 3

**Title:** WHMIS Training e-Learning

**Activity Start Date:** September 1, 2021

**Activity End Date:**

**Activity Sponsor/Speaker:** Clinic

**Type of Activity:** Structured course

## Overview of Activity Content

Details of proper labeling and handling of dangerous and toxic substances and how to read the labels properly and handle them safely.

## Explain how this learning has been useful to your practice (Self-Reflection)

This module refreshes my memory on how to use toxic, dangerous substances properly and what to do if we come into contact with them. It is a reminder how to be safe in my practice.

**This activity supports an objective in my Personal Learning Plan:** Yes No

**Total CCP time:** 5

# Single Learning Record: Example 4

**Title:** Bring Your Passion to Work

**Activity Start Date:** May 14, 2022

**Activity End Date:**

**Activity Sponsor/Speaker:** Google

**Type of Activity:** Webinar

## Overview of Activity Content

Provided coaching on how to define what is important to you, turn it into your goals and find what fulfills you.

## Explain how this learning has been useful to your practice (Self-Reflection)

I learned tools to help me make coming to work more enjoyable. I learned how to create a better environment for co-workers and patients, and how to support my colleagues to also have a satisfying work life. Helping people find the things that motivate them to perform better and define their goals as technologists creates opportunity for me to help develop the careers of those I work with.

**This activity supports an objective in my Personal Learning Plan:** Yes No

**Total CCP time:** 1



# Single Learning Record: Example 5

**Title:** Regulation Education Module

**Activity Start Date:** May 14, 2022

**Activity End Date:**

**Activity Sponsor/Speaker:** ACMDTT

**Type of Activity:** Structured course

## Overview of Activity Content

Module 1: Legislation, Module 2: Public Accountability, Module 3: Professional Practice, Module 4: Standards and Ethics, Module 5: Continuing Competence Program.

## Explain how this learning has been useful to your practice (Self-Reflection)

In completing this Regulation Education Module, I have refreshed my memory on some important aspects of professional practice, such as the requirements for a registered medical radiation technologist, professional standards such as patient care, our professional accountability and role in this field of health care, and the importance for us to complete our continuing education plan and enhance our knowledge.

**This activity supports an objective in my Personal Learning Plan:** Yes No

**Total CCP time:** 4

# Single Learning Record: Example 6

**Title:** Collaboration in Health Care

**Activity Start Date:** May 14, 2022

**Activity End Date:**

**Activity Sponsor/Speaker:** Journal of Medical Imaging and Radiation Sciences

**Type of Activity:** Journal/article review

## Overview of Activity Content

The article is a continuing medical education reading including multiple choice questions. Interprofessional collaboration/teamwork is a must in the healthcare world if a truly "patient-centred care" approach is to be successful. It talked about how all parties (providers, patients, families) need to be a part of the decision-making.

## Explain how this learning has been useful to your practice (Self-Reflection)

I work daily in a multidisciplinary team. The team is successful in patient care because each member of the team brings a different skill set but our common goal is patient care/treatment. Barriers such as time, limitations within the healthcare system, and limitations with respect to patient challenges cannot be overlooked. Through collaboration, we can mitigate these challenges and find common solutions. A collaborative, interprofessional team supports high quality, safe patient care. By achieving this, the team (and myself) have staff satisfaction and look forward to efficiency within our scope of practice and innovation moving forward too!

**This activity supports an objective in my Personal Learning Plan:** Yes No

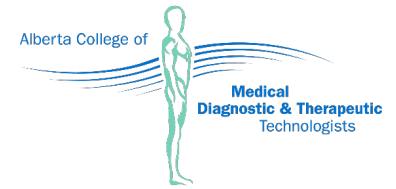
**Total CCP time:** 1

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# Learning Activities

## Multisource Learning Record

# Learning Activities: Multisource Learning Records



## Multisource Learning Record

CCP Year: 2021-22 (C▼)

Topic: (\*Required)

Activity Start Date: (\*Required)

01 Jan 2021

Activity End Date:

Source Visits

Date	Learning Resource	CCP Time
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Total CCP Time:

Explain how this learning has been useful to your practice (Self-Reflection)

This activity supports an objective in my Learning Plan: ☐ Yes ☐ No

Supporting documentation

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# Multisource Learning Record: Example 1

**Topic:** Peripheral Vascular Access Device Education

**Activity Start Date:** October 1, 2021

**Activity End Date:** October 1, 2021

## Source Visits

Date	Learning Resource	CCP Time
01 Oct 21	Vascular Access Device Infusion Therapy Adults	.5
01 Oct 21	Vascular Access Device Infusion Therapy Pediatric	.5

**Total CCP Time:** 1

## Explain how this learning has been useful to your practice (Self-Reflection)

It was a good review of insertions of PVAD for adults. The course has helped me understand when accessing the Cephalic Vein on an infant it may be difficult to advance centrally because of a narrowing of the vessel before subclavian vein. Knowing this will help me when attempting this kind of venipuncture on infants.

**This activity supports an objective in my Personal Learning Plan:** Yes No

# Multisource Learning Record: Example 2

**Topic:** Review the Fundamentals of MRI Course from BCIT

**Activity Start Date:** October 1, 2021

**Activity End Date:** December 5, 2021

## Source Visits

Date	Learning Resource	CCP Time
01 Oct 2021	Text Book MRI The Basics: Ray H Hashemi, William G Bradley Jr. Christopher J. Lisanti	3.5
09 Oct 2021	Text Book MRI in Practice 4th Edition: Katherine Westbrook, Carolyn Kaut Roth, John Talbot	3.5
15 Nov 2021	Guidelines on Exposure to Electromagnetic Fields from Magnetic Resonance Clinical Systems	2

**Total CCP Time:** 9

## Explain how this learning has been useful to your practice (Self-Reflection)

This course has enhanced my knowledge in MRI safety. I have a better understanding on how to respond to emergency situations. I reinforced my knowledge on why it is important for everyone to be screened appropriately.

**This activity supports an objective in my Personal Learning Plan:** Yes No

# Multisource Learning Record: Example 3

**Topic:** CT Imaging Certificate

**Activity Start Date:** October 1, 2021

**Activity End Date:** August 31, 2022

## Source Visits

Date	Learning Resource	CCP Time
01 Oct 2021	CT Imaging 1	15
01 Feb 2021	CT Imaging 2	15
01 Apr 2021	CT Imaging 3	15

**Total CCP Time:** 45

## Explain how this learning has been useful to your practice (Self-Reflection)

This course has enhanced my knowledge and competence in CT imaging. I have a good understanding of CT anatomy and how to operate a CT scanner. The clinical component allowed me to put my knowledge to work by scanning patients in different situations such as trauma.

**This activity supports an objective in my Personal Learning Plan:** Yes No

A person with dark hair, wearing a grey patterned sweater and a pearl bracelet, is seated at a table, writing in a notebook with a black pen. The table is cluttered with various items: a clear plastic water bottle, a white disposable cup with a floral pattern, a brown paper cup, and a small white container. In the background, another person is partially visible, and the setting appears to be a workshop or a meeting. The text "Learning Activities" is overlaid in a large, bold, white font, and "Multi-session Learning Event Record" is overlaid in a smaller, bold, white font below it.

# Learning Activities

## Multi-session Learning Event Record



# Learning Activities: Multi-Session Learning Event Records



## Multi-session Learning Event Record(s)

CCP Year:

Event Name: (\*Required)

Activity Start Date: (\*Required):

Activity End Date:

Event Sponsor:

Supporting documentation

[Upload](#)

### SELF REFLECTION

*(Identify one key piece of learning from the event and how it will be useful in your practice.)*

### LEARNING OBJECTIVE

*One of the sessions listed below supports an objective in my Personal Learning Plan:*

### LEARNING ACTIVITIES

Session Name/Title	Session Description/Objective	Hours
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Total CCP time:

# Multi-Session Learning Event Record: Example 1

**Event Name: (\*Required)** Strategic Planning Event

**Activity Start Date:** February 1, 2022

**Activity End Date:** February 2, 2022

**Event Sponsor:** Clinic

## Supporting documentation

Draft Planning retreat outline.pdf

Strategic Planning Retreat Overview.pdf

## SELF REFLECTION

We discussed our 5-year strategic plan. I learned from both management and peers the benefits of the plan. We discussed where we are now and what the desired future state of the clinic will be. I learned teamwork is critical to ensure the plan moves forward. Be positive, communicate with the team. Bad morale can stall the plan.

## Learning Objective

*One of the sessions listed below supports an objective in my Personal Learning Plan:*

# Multi-Session Learning Event Record: Example 1

## LEARNING ACTIVITIES

Session Name/Title	Session Description/Objective	Hours
SWOT Analysis	Discussed Strengths, Weaknesses, Opportunities, Threats	4
Vision for Public Benefit	Creating objectives, setting goals for where the organization sees itself in the long-term.	4
Strategic Operation Plan	Action plan to hit our targets, goals - to better serve the public	4

## Total CCP time:

12

# Multi-Session Learning Event Record: Example 2

**Event Name: (\*Required)** Annual Courses (Mandatory)

**Activity Start Date:** May 14, 2022

**Activity End Date:**

**Event Sponsor:** Alberta Health Services

**Supporting documentation**

## SELF REFLECTION

These courses are annual refreshers outlining emergency response codes and policy/procedures. Both the practical practice and online courses were helpful.

Respiratory Protective Equipment – With the pandemic, it's vital to have the right and proper equipment (N95 Fit test). This was also a good reminder on how to don and doff correctly and prevent contamination and spread any viruses and bacteria.

## Learning Objective

*One of the sessions listed below supports an objective in my Personal Learning Plan:*

# Multi-Session Learning Event Record: Example 2

## LEARNING ACTIVITIES

Session Name/Title	Session Description/Objective	Hours
WHS - Respiratory Protective Equipment & Fit Testing	Don and doff a respirator, test for a satisfactory respirator fit	.5
Code Red	Learn how to respond to a Code Red emergency using the REACT	.5
Ethics & Compliance	Code of Conduct principles and associated behaviors Describe the meaning of Just Culture; Define a Conflict of Interest (COI); Describe how to manage a COI;	1

## Total CCP time:

2



# Multi-Session Learning Event Record: Example 3

**Event Name: (\*Required)** Department of Radiology Research Day

**Activity Start Date:** May 14, 2022

**Activity End Date:**

**Event Sponsor:** Alberta Health Services

## Supporting documentation

2022 Research Day Booklet final.pdf

## SELF REFLECTION

The speakers very informative. One particular speaker is the editor of a radiology journal. She spoke on what she expects when she receives a manuscript. This has given me insight into how I will write my future research papers.

## Learning Objective

*One of the sessions listed below supports an objective in my Personal Learning Plan:*

# Multi-Session Learning Event Record: Example 3

## LEARNING ACTIVITIES

Session Name/Title	Session Description/Objective	Hours
How to write a successful scientific paper	Tips on how to write a research paper	1
Multimodality pictorial imaging review of focal renal lesions	To compare measurement reproducibility and subjective image quality in NCE-MRA of the thoracic aorta with and without the use of a restricting abdominal belt	1
What is the impact of clinical history on report accuracy in skeletal trauma radiographs	To assess the impact of clinical information and presence of prior examinations on report accuracy in skeletal trauma radiographs	1

## Total CCP time:

3

# Multi-Session Learning Event Record: Example 4

**Event Name: (\*Required)** Regulatory Education Symposium

**Activity Start Date:** Oct 16, 2022

**Activity End Date:** Oct 16, 2022

**Event Sponsor:** ACMDTT

**Supporting documentation**

## SELF REFLECTION

I have gained ways to strengthen equity in healthcare and learned why these issues matter. I am to recognize and accommodate people's differences. I learned that a person has the opportunity, with their own identity and culture to create and sustain or receive care from a healthcare professional.

## Learning Objective

*One of the sessions listed below supports an objective in my Personal Learning Plan:*

# Multi-Session Learning Event Record: Example 4

## LEARNING ACTIVITIES

Session Name/Title	Session Description/Objective	Hours
Unprofessional Conduct and the Use of Social Media	Tips and Traps for regulated members	1
Accreditation	Information of what occurs during accreditation	1
Equity, Diversity and Inclusion in Patient Care	Defined equity, diversity & inclusion, and explored why these matter	1

## Total CCP time:

3

# Questions?



- Contact us:
  - Email: [lohara@acmdtt.com](mailto:lohara@acmdtt.com)
  - Phone: 780.487.6130
  - Toll Free: 1.800.282.2165