

GUIDELINES AND EXAMPLES FOR COMPLETION OF LOG BOOKS OF CBT CLINICAL SUPERVISION AND CONTINUING PROFESSIONAL DEVELOPMENT



FOR USE FOR RE-ACCREDITATION AS A BEHAVIOURAL AND/OR COGNITIVE PSYCHOTHERAPIST

Your Log Books of CBT Clinical Supervision and Continuing Professional Development (CPD) must be provided as part of your Re-accreditation application, as evidence of your sustained commitment to the theory and practice of CBP

You should record Clinical Supervision contact and CPD activity contemporaneously; spot checks and audits may be carried out

All forms to be typed, not hand-written (contact the BABCP office if this is not possible)

Use more than one sheet if necessary for each 12 month period. Ensure you provide total hours for each section and/or sheet

Log Book of CBT Clinical Supervision

CBT Clinical Supervision is not the same as a professional or managerial supervision (although these may be provided by the same person as Clinical Supervision). Additionally, it should be noted that Clinical Supervision is something more than professional consultancy

Supervision should be provided by an appropriately qualified BABCP Accredited Practitioner or equivalent

Types of Supervision may be individual, in a CBT Supervision Group, telephone, peer review, or by e-mail (but not telephone or e-mail alone – there must be some direct personal contact on occasions)

In the log book, give details as requested, including the date of Supervision contact, whether individual, group or peer, the name of the Supervisor or members of the group, including facilitator, the duration of the contact, *details* of the content of the Supervision, and the methods used

Content of Supervision refers to the kind of material reviewed, including case reviews and discussions, techniques, skills, practice, theory, etc.

Methods of Supervision refers to the way the supervision is undertaken, including case presentations, role-play, telephone or e-mail contact, and MUST include, on a regular basis, the use of in-vivo, video or audio recording assessment, preferably using formal skills measures, e.g. CTS-R

See example below of 12 months of Supervision recording; this is the standard of recording that is expected

Log Book of CBT Continuing Professional Development (CPD)

The Committee look for a balance of CPD activity, which should total a minimum of 30 hours for each 12 month period

Include attendance at any CBT short courses, workshops, conferences, involvement with special interest groups (SIGs), CBT development activity including development of materials for, and the delivery of workshops, training and academic presentation, academic research, your own publications, and at least five samples of relevant CBT literature consulted

It is not necessary to develop or provide workshops and training, to have carried out research, nor to have published. You must, however, evidence some skills development each year, and have undertaken activity for your own development and benefit, not just as a lecturer / trainer

NOT considered CBT CPD are: attendance at management meetings, providing supervision, repeated delivery of training materials (you may count the initial development and delivery, and any significant re-development), or any activity which is the normal day to day activity for your working role/s

Give details as requested, including the title of the course or workshop, or the kind of activity undertaken, the trainer, lecturer or speaker, and the organising body. State the number of hours that have been undertaken for this activity, breaking out theory and skills where possible

Provide evidence of your attendance, for example, certificates, agendas or minutes, advertising, training summaries. Provide copies, not originals. Please label the document/s for easy reference, for example write "A1" at the top of the page

See example below of 12 months of CPD recording; this is the standard of recording that is expected

LOG BOOK OF CBT CLINICAL SUPERVISION for 12 months

Detail, session by session, your CBT Clinical Supervision and support contact for the past 12 months, providing requested detail for each individual session

- All forms to be typed, not hand-written (*contact the BABCP office if this is not possible*)
- Refer to the Guidelines and Examples for Completion of CBT Log Books for Clinical Supervision and Continuing Professional Development
- Use more than one sheet if necessary for each 12 month period
- Ensure you provide total hours for each sheet

Name: **Sara Withers**

Membership Number: **999111**

Date Accredited: **20 April 2004**

12 Month Period: *FROM* **May 2008** *TO* **April 2009** (*month & year*)

Date	Individual / Group / Peer	Name of Supervisor; or No. of People in Group and Name of Facilitator	Duration of Contact (hours)	Content	Method
12/5/08	Individual	Paul Jones	1.5	Review of supervision arrangements, planning for video assessments Discussed increasing client workload	Discussion
30/6/08	Individual	Paul Jones	2	Client SS sudden death at home ?overdose; review of risk and procedures	Discussion
28/6/08	Individual	Paul Jones	1.5	Client GD case discussion, working with boundaries – review formulation relating to boundaries. General discussion on formulations	Case presentation, role-play, discussion
8/9/08	Individual	Paul Jones	1.5	Client GW case discussion and video	Full video assessed CTS-R
11/9/08	Group	Paul Jones (facil), Katie McCann, Talia Caven	2	Case presentations and discussions – GAD and social phobia (I did not present)	Case presentations
29/9/08	Individual	Paul Jones	1	Client GD case discussion, ending Client YM stuck with client's sense of hopelessness	Case presentation and discussion
30/10/08	Individual	Paul Jones	1.5	Client AR, bipolar, discussed medication and overall approach and planning Client YM video	Discussion Full video assessed CTS-R
20/11/08	Individual	Paul Jones	1.5	Client AP, bipolar, review formulation Client PM, adolescent, OCD, discussion about family, boundaries Client	Case presentation and discussion
12/12/08	Group	Katie McCann (facil), Paul Jones, Talia Caven	2	Case presentations and discussions – Depression and my case client AD, BPD	Case presentations
23/12/08	Individual	Paul Jones	0.5	Client HB, grief, discussed risk	Telephone
22/1/09	Individual	Paul Jones	1.5	Client HB, grief, case presentation General discussion about social phobia, latest research, and self-help books	Case presentation and discussion
SHEET TOTAL HOURS			16.5		

LOG BOOK OF CBT CPD for 12 months

Detail your CBT Continuing Professional Development for 12 months

- All forms to be typed, not hand-written (*contact the BABCP office if this is not possible*)
- Refer to the Guidelines and Examples for Completion of CBT Log Books for Clinical Supervision and Continuing Professional Development
- Use more than one sheet if necessary for each 12 month period
- Ensure you provide total hours for each section and a grand total at the end

Name: **Sara Withers**

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Date Accredited: **20 April 2004**

12 Month Period: **FROM May 2008 TO April 2009** (month & year)

SECTION A – ATTENDANCE AT CBT EVENTS

Date/s	Event Title & Topic	Trainer / Lecturer / Speaker	Organising Body	No. Hrs Theory	No. Hrs Skills	Evidence Enclosed	Labelled as
15-16/5/08	EMDR Part 3 Training		EMDR Training Org	7	7	<input checked="" type="checkbox"/>	A1
23/9/08	Treating Body Dysmorphic Disorder and Psychogenic Excoriation	Dr Stuart Williams	BABCP-NEC	6.5		<input checked="" type="checkbox"/>	A2
11/11/08	Creating Successful Behavioural Experiments	Paula Robinson	A University	3	4	<input checked="" type="checkbox"/>	A3
21/1/09	Member of BABCP Course Accreditation Panel for Named University		BABCP	8		<input type="checkbox"/>	
6/3/09	CBT for Psychosexual Disorders	Dr Marcia Hass	Named NHS Trust	2	2	<input checked="" type="checkbox"/>	A4
15/8/09	Pre-conference Workshop; Advances in CBT Practice	Ken Smith	BABCP		7	<input checked="" type="checkbox"/>	A5
16-18/7/09	BABCP Annual Conference	Attendance at various symposium, keynote presentations, and the BABCP AGM	BABCP	10	3	<input checked="" type="checkbox"/>	A6
Various	Attendance at BABCP-NEC Branch Committee Meetings	See document A7 – minutes of meetings showing attendance	BABCP-NEC	8		<input checked="" type="checkbox"/>	A7
Various	Attendance at CBT SIG in Trust, meeting x4 times per year for 2 hours, occasional specialist speakers, discussing latest developments in CBT and CBT within our service	See document A8 – showing dates, attendees & agendas	Named NHS Trust	8		<input checked="" type="checkbox"/>	A8
						<input type="checkbox"/>	
						<input type="checkbox"/>	
						<input type="checkbox"/>	
TOTAL HOURS				52.5	23		

SECTION B – DEVELOPMENT AND PROVISION OF CBT WORKSHOPS, TRAINING AND ACADEMIC PRESENTATIONS

Date/s	Event Title & Topic	Organising Body	No. Hrs Development	No. Hrs 1 st Delivery	Evidence Enclosed	Labelled as
July 08	Poster Presentation of own research (2007) "Cognitive Distortions Developed whilst Completing BABCP Accreditation Applications"	BABCP Annual Conference	10	2.5	<input checked="" type="checkbox"/>	B1
Dec 08 – Mar 09	"Incorporating CBT Techniques into Counselling Practice" – 6 day training programme for experienced counsellors	Named Charity	30	42	<input checked="" type="checkbox"/>	B2
					<input type="checkbox"/>	
					<input type="checkbox"/>	
					<input type="checkbox"/>	
					<input type="checkbox"/>	
TOTAL HOURS			40	44.5		

SECTION C – CBT ACADEMIC RESEARCH you have carried out

Research Topic / Name	No. Hours Spent
Research Proposal: Help – I can't do it!: A Phenomenological Study of the Experience of Having to Complete Log Books for BABCP Re-accréditation	120 hrs
Research Project, in progress: The Role of Psycho-educational CBT Delivered in Groups in a Primary Care Setting	180 hrs
TOTAL HOURS	300
GRAND TOTAL CPD HOURS	460

SECTION D – PUBLICATIONS yourself as author

Date	Title and Authors	Publication / Publisher
2008	Withers, S. & Hartley, J.R. (2008). CBT for Stressed Fly Fishermen.	Journal of Cognitive Behavioural Approaches to Helping Old Sportsmen

SECTION E – CBT READING minimum 5 samples of literature consulted during 12 month period

Title	Author
Behavioural and Cognitive Psychotherapy	BABCP
Affect, Cognition and Change	JD Teasdale & PJ Barnard
Body Shame: Conceptualisation, Research & Treatment	P Gilbert & J Mlles
The Benefits of Exercise for the Clinically Depressed	LL Craft & FM Perna
Advances in a Cognitive Behavioural Model of Body Dysmorphic Disorder	D Veale
EMDR in the Treatment of Adults Abused as Children	L Parnell
Chapter 2 – “Assessment”, in Cognitive Behaviour Therapy for Chronic Medical Problems	AR White