**EXAMPLE PDP DOCUMENT**

**Below is an example SWOT analysis and PDP document to help you complete your own. This is an example of an early PDP: as you progress through your membership with Reache North West we would expect your learning needs to become more specific.**

The Reache North West website ([click here](http://reache.wordpress.com/support/cv-resources/%20%E2%80%8E)) has some further information on how to prepare a good PDP using the template on the next page.

## PERSONAL SWOT ANALYSIS DATE: 11 May 2014

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| --- | --- |
| Strengths:What am I good at? | Weaknesses:What do I need to work on? |
| Self study with booksCooking | ShynessUsing the telephone in English |
| Opportunities:What could help me along? | Threats:What might stop me? |
| Very friendly neighbours with children the same age as mineRAGGA SW advisorTime to take part in necessary activities | Cost of travelling and coursesI don’t know the UK systems |

The PDP document on the next page is not intended to list *ALL* your plans but rather your main objectives for the upcoming 6-12 months. These should be *REALISTIC* and *ACHIEVABLE* and so you will probably find that 1-4 entries in each section is suitable but there is no rule on how many will be right for you.

A target date for completion should be set for each objective listed. Your PDP progress can be discussed at each review / appraisal meeting and any outstanding objectives can be copied over onto a new active PDP sheet.

**PDP – PERSONAL DEVELOPMENT PLAN**

1. Fill in name and start date

2. List main development objectives below

3. Upload to BMJ Portfolio for review meeting

4. Start a new sheet at review meeting

Unmet objectives can be carried forward (copied) onto the new sheet

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| --- | --- |
| NAME   | **Mirena Penbritin** |
|  |
| DATE  STARTED   | **11 May 2014** | PDP SHEET  NUMBER   | **1** |
|  |
| DATE  REVIEWED   |  | REVIEW  TUTOR   |  |

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| --- |
| **1. Knowledge of English language and British culture** |
| *What do I want to achieve?* | *How will I achieve this + what evidence will I show?* | *Target date?* | *Comments at review* |
| To improve my English vocabulary | 1. I will borrow and read three English language novels from my local library. Evidence: list of books that I have read. | Nov 2014 |  |
|  | 2. I will attend Reache IELTS class. Evidence: attendance record and improved performance at assessments. | Jul 2014 |  |
| To become more comfortable using everyday English | I will speak English to my children for half an hour on three days every week. Evidence: improved performance at English class assessments. | May 2014 |  |
| To be familiar with conversation topics in the UK | I will make conversation with my neighbours at least once a week. Evidence: be able to discuss in English topics that my neighbours find interesting | Jun 2014 |  |
| To learn about British cultural events | I will attend any Reache cultural trips to which I am invited. Evidence: attendance. | Nov 2014 |  |

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| **2. Pharmacy knowledge and clinical skills** |
| *What do I want to achieve?* | *How will I achieve this + what evidence will I show?* | *Target date?* | *Comments at review* |
| To learn about current pharmaceutical practice in the UK | 1. I will contact my local university to see if there are postgraduate pharmaceutical lectures that I could attend. Evidence: attendance certificates and learning reflections in portfolio. | Aug 2014 |  |
|  | 2. I will ask my advisor to negotiate access to my local hospital library to read the pharmaceutical journals. Evidence: reflective entry in portfolio on an article I have read. | Jun 2014 |  |
| To make more links with UK pharmacists | 1. I will ask my advisor to negotiate a placement in my local hospital pharmacy department. Evidence: date set for placement. | Aug 2014 |  |
|  | 2. I will attend public seminars on pharmacy topics and make conversation with other attendees. Evidence: have the names and contacts for two working pharmacists who are happy for me to contact them for advice. | Aug 2014 |  |

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| **3. Qualifications and career aims** |
| *What do I want to achieve?* | *How will I achieve this + what evidence will I show?* | *Target date?* | *Comments at review* |
| To achieve a minimum of 7.5 in all sections of IELTS  | English language development activities (as above) and attendance at Reache English classes. Evidence: improved scores and progression to higher IELTS class then application for IELTS examination | Nov 2014 |  |
| To start preparation for OSPAP | Ask my advisor to help me find funding for OSPAP course and then apply. Evidence: accepted onto a course. | Aug 2014 |  |
| To gain associate membership of the Royal Pharmaceutical Society of Great Britain  | Ask my pharmacist contacts to check my application to the RSPGB and submit it. Evidence: submitted application / associate membership. | Jun 2014 |  |

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