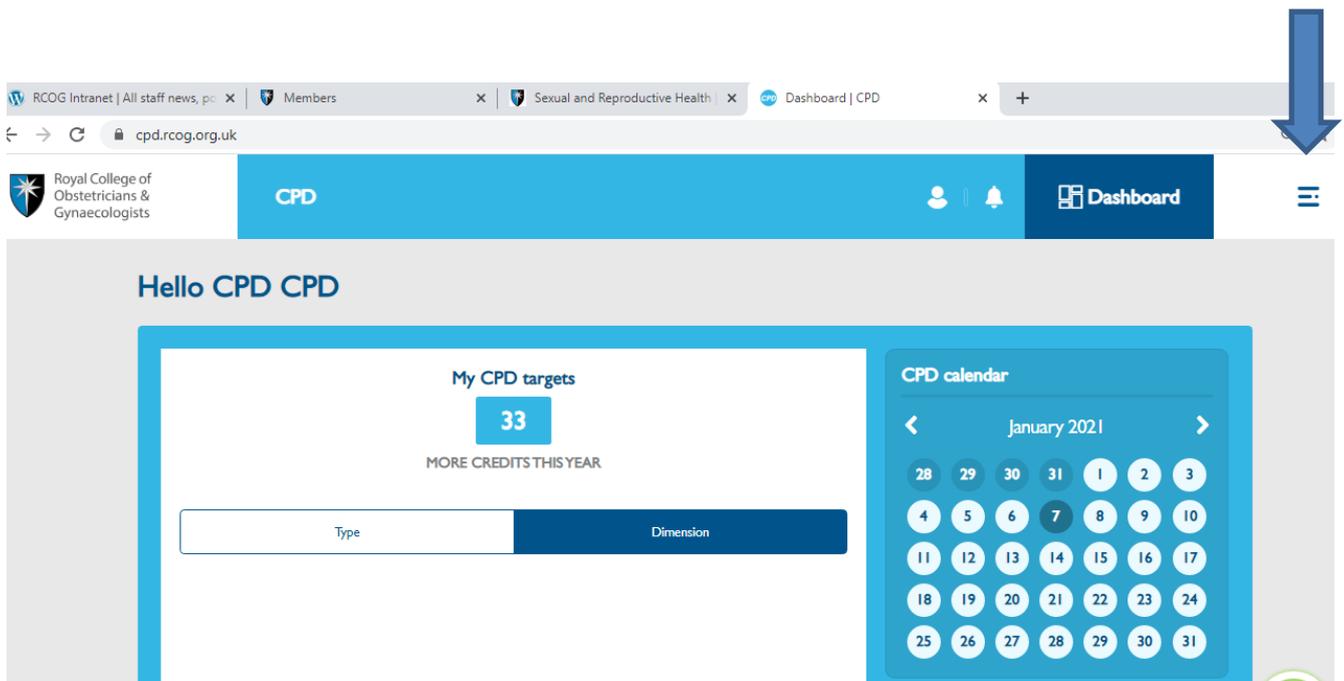


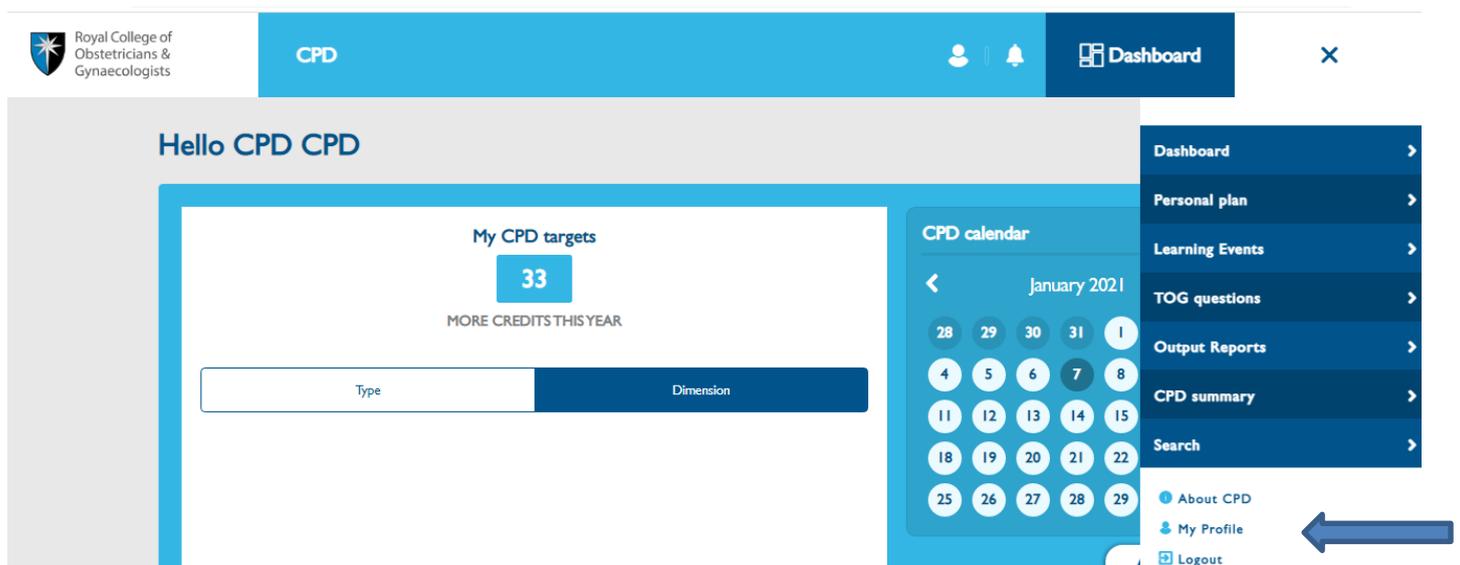


My Profile

To access the 'My Profile' area, please click on the menu at the top right-hand corner of the CPD ePortfolio homepage:



Select 'My Profile' at the bottom of the next screen:



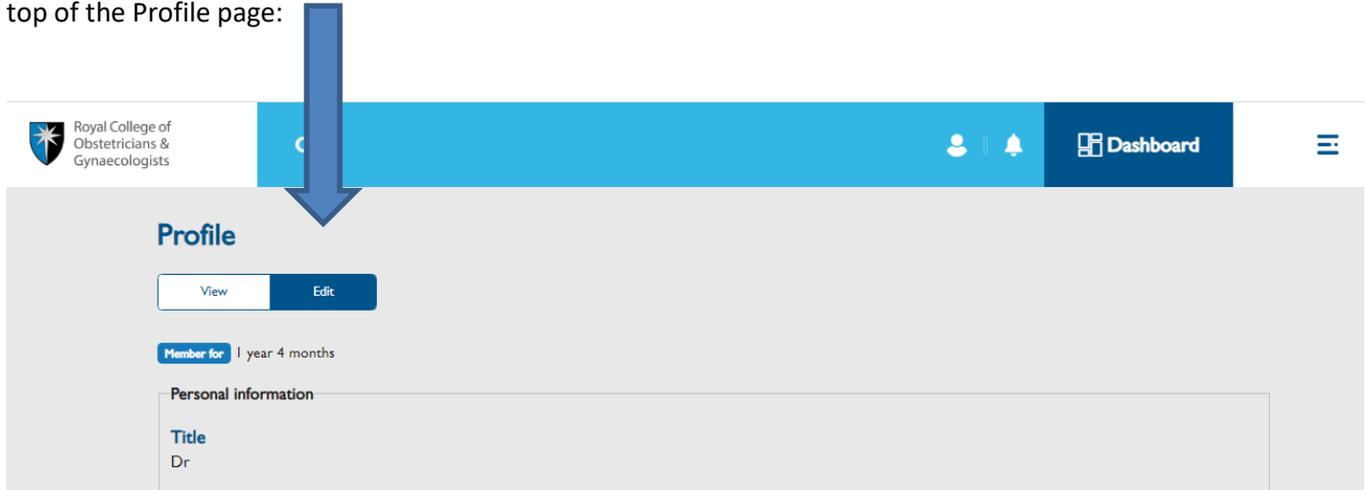
You will receive the following page:

 <div style="background-color: #00AEEF; color: white; padding: 5px; text-align: center; font-weight: bold;">CPD</div> <div style="background-color: #D9D9D9; padding: 10px;"> <p style="color: #00AEEF; font-weight: bold; margin: 0;">Profile</p> <div style="display: flex; justify-content: space-around; margin-bottom: 5px;"> View Edit </div> <div style="display: flex; align-items: center; margin-bottom: 10px;"> Member for 1 year 4 months </div> </div>	<p>Note that 'Member for 1 year 4 months' indicates how long you have been using this CPD ePortfolio and not how long you have been an MRCOG or a CPD participant.</p>
<div style="background-color: #E6E6FA; padding: 10px;"> <p style="font-weight: bold; margin: 0;">Personal information</p> <p>Title Dr</p> <p>First name Mary</p> <p>Last name Smith</p> <p style="font-weight: bold; margin: 10px 0;">Professional information</p> <p>GMC number 000000000</p> <p>Current hospital post Consultant O&G</p> <p>Current hospital name St Paul's</p> <p>Current hospital town/city London</p> <p>Current hospital country England</p> </div>	<p>Note that CPD participants cannot edit the professional information given in the 'My Profile' page. This is imported from the College database.</p> <p>If you wish to change your post, hospital name or hospital town, please contact the CPD Office who will be able to amend the College database.</p>
<div style="background-color: #E6E6FA; padding: 10px;"> <p style="font-weight: bold; margin: 0;">CPD</p> <p>Participation UKFM</p> <p>RCOG Number 000000</p> </div>	<p>Participation indicates whether a doctor:</p> <ul style="list-style-type: none"> is a UK Fellow or Member (UKFM) is an Overseas CPD participant (OSPART) is a UK Associate (UKA)

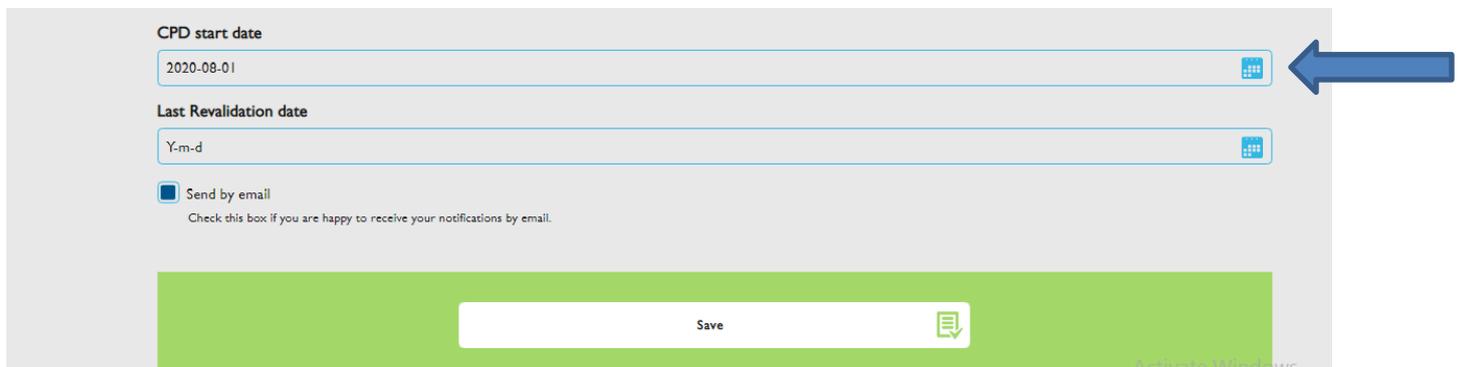
A CPD start date appears at the bottom of the Profile page, which is normally the date of when you first logged on to the CPD ePortfolio:

CPD start date
Sun, 01/09/2019 - 12:00

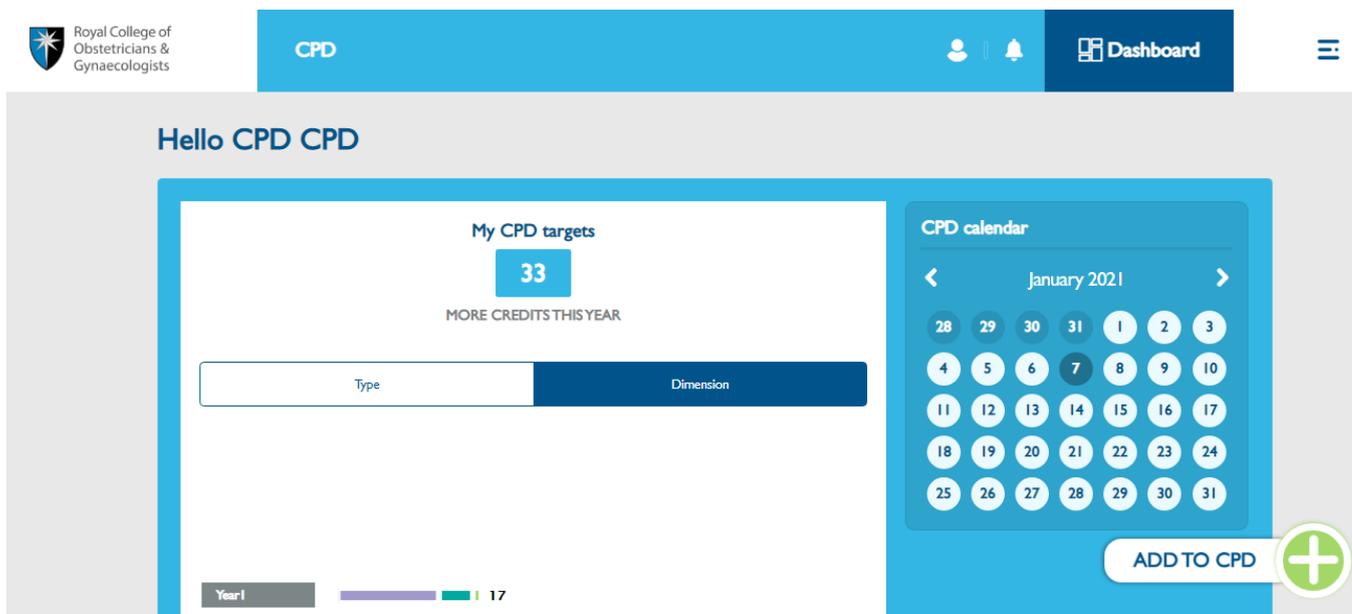
You can change this date to align it with your appraisal start date, if you wish. To do this, please click on 'Edit' at the top of the Profile page:



Scroll down the following page to the bottom and select an appropriate CPD start date using the calendar:



Save at the bottom of the screen. Following this, the 'My CPD targets' graph on the dashboard page will show the number of CPD credits accrued from the CPD start date that you have set (ie 1 August 2020 in the above example).



You will be able to edit again the CPD start date in the future if you wish, returning to 'My Profile'.

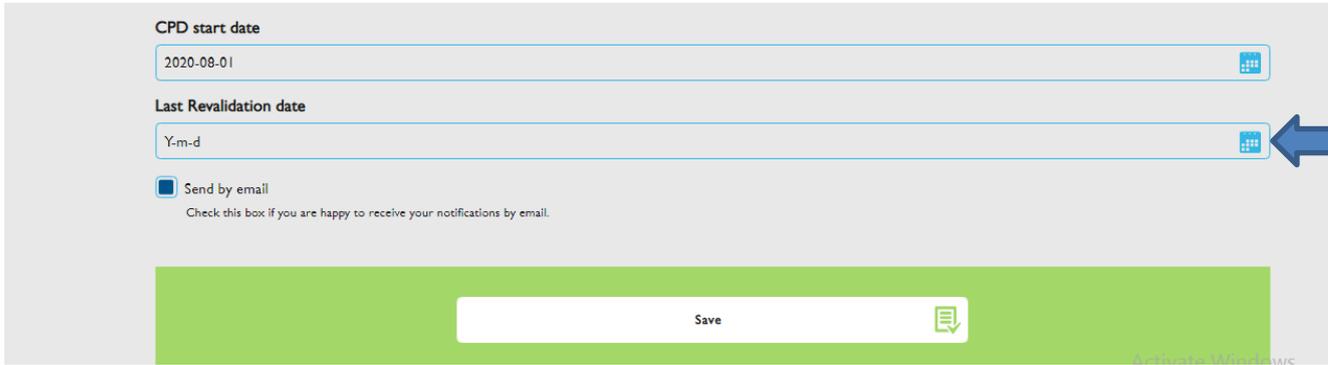
When you are on 'edit mode' in 'My Profile', at the bottom of the page the system offers you the possibility of annotating your revalidation date. Adding your revalidation date here does not have a particular function in the CPD ePortfolio and it's only useful as an aide-memoire.

CPD start date
2020-08-01

Last Revalidation date
Y-m-d

Send by email
Check this box if you are happy to receive your notifications by email.

Save

A screenshot of a web form for CPD (Continuing Professional Development) settings. The form has a light grey background. At the top, there is a field for 'CPD start date' with the value '2020-08-01'. Below it is a field for 'Last Revalidation date' with a placeholder 'Y-m-d'. A blue arrow points to this field from the right. Underneath is a checkbox labeled 'Send by email' which is checked, with a subtext 'Check this box if you are happy to receive your notifications by email.' At the bottom, there is a green bar containing a white 'Save' button with a document icon.

CPD Team Contacts

If you require technical support on the use of the CPD ePortfolio, please contact the CPD Office on 020 7772 6307.