

## CONTINUED PROFESSIONAL DEVELOPMENT (CPD)

### 1. INTRODUCTION

ANOCC as the SAQA recognised professional body for religious professionals has the responsibility to introduce a Continued Professional Development (CPD) strategy. The ANOCC approach to CPD is explained in this document.

The purpose of CPD is threefold: it aims to enhance knowledge, skills and ethical prowess that underpins competent practice; to keep persons who are professionally registered up to date with new developments in the professional environment; and to provide a route to persons in the profession to systematically increase their level qualification. A systematic or structured participation in CPD programmes will also open the possibility of being registered on higher professional levels over time.

Participation in the ANOCC CPD programme is relevant to persons who have been formally affiliated (registered) with ANOCC, either as a *designated* or as a *non-designated* affiliate. See the document ***ANOCC Registration / Affiliation Categories*** for summarised information (Annexure 1).

In the sections below, the different categories of CPD programmes recognised by ACRP are discussed (section 2), and the types of activities that may be presented as CPD programmes are identified (section 3). The rest of the document deals with organizational and administrative aspects.

### 2. RANDOM AND STRUCTURED CPD

ANOCC recognises two categories of CPD, namely ***random*** and ***structured*** CPD. In each of these categories 20 CPD points must be earned from an ANOCC accredited CPD provider, of which at least four points have to be on themes related to corporate governance and / or institutional ethics as applicable to ministry.

#### 2.1 Random CPD

***Random CPD*** is relevant to persons who have been awarded a designation by ANOCC *based on the qualification that is relevant to the level of designation*. The topics of these programmes may be “random” in the sense that it may deal with any theme of ministry or theology related to the relevant scope of practice (see Annexure 2), according to the designated person’s personal interest, preference or need.

The qualifications required for the direct route towards a designation, and the relevant CPD types, are shown in the table in section 2.3.

Random CPD points are calculated as ***one point per notional hour of active CPD activity***. At least four points must be on themes related to corporate governance and / or institutional ethics and human rights as applicable to ministry.

Note: Random CPD will also be valid in the case of a person who has been awarded a designation **through RPL**, or who have been awarded the status of non-designated affiliate, and who have completed a qualification which is not recognised or accredited by SAQA but through a process of RPL was found by the professional body to be of adequate standard.

Note: attendance of the annual ANOCC Conference and AGM will count for EIGHT random CPD points.

## 2.2 Structured CPD

**Structured CPD** is relevant to persons who do not have the relevant qualification for a designation, but have been *awarded a designation by ANOCC based on Recognition of Prior Learning (RPL)*; or who have been registered as an affiliate of ANOCC without a qualification (non-designated affiliates). *The purpose of structured CPD is to place the affiliate without a formal qualification on a trajectory towards the achievement of the qualification that will be valid for the affiliate's next level of designation.*

Note: For a CPD programme to be recognised by ANOCC as *structured CPD*, it has to be aligned with one or more of the modules of the NQF Level 2 or 5 ministry qualifications (or for an accredited higher qualification), and must include the relevant theoretical, practical and workplace components. Although a provider of a structured CPD programme does not necessarily have to be registered with QCTO, the provider must be accredited for structured CPD with ANBIP as professional body. The latter will require that the structured CPD programme be offered on the same standard as will be required from a QCTO (or CHE in the case of a higher qualification), so that the training thus provided will later on be acceptable for RPL by a QCTO (or CHE) accredited provider.

Information on the alternative route towards a designation via RPL, and the relevant CPD types, are shown in the table in section 2.3. (For detail on RPL towards a designation, please consult the ANBIP RPL guidelines and application form).

The calculation of CPD points for structured CPD is **one CPD point per notional hour** (thus 20 credits are equal to 20 notional hours of training) *per annum*. At least four points must be on themes related to corporate governance and / or institutional ethics or human rights, as applicable to ministry.

***Note: The 20 hours of structured CPD should be seen as the minimum to be earned per annum. It is however recommended that the affiliate will do at least 60 or even more per annum so that progress towards the achievement of the relevant qualification may be expedited. (It is recommended that the structured CPD courses be designed to be offered in cycles of 60 notional hours, covering the mutually related theoretical, practical and workplace components. See also section 3.2 below.)***

Note: attendance of the annual ANOCC Conference and AGM will count for FIVE structured CPD points.

See the document entitled “***Guidelines for submitting Continued Professional Development (CPD) programmes for accreditation with ANOCC***” for detail on the ANBIP policy and practice regarding CPD.