

## 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](#)) 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

<b><i>S</i>trengths:</b> <i>What am I good at?</i>	<b><i>W</i>eaknesses:</b> <i>What do I need to work on?</i>
Self study with books Cooking	Shyness Using the telephone in English
<b><i>O</i>pportunities:</b> <i>What could help me along?</i>	<b><i>T</i>hreats:</b> <i>What might stop me?</i>
Very friendly neighbours with children the same age as mine RAGGA SW advisor Time to take part in necessary activities	Cost of travelling and courses I 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

NAME **Mirena Penbritin**

DATE STARTED **11 May 2014**

PDP SHEET NUMBER **1**

DATE REVIEWED

REVIEW TUTOR

## 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*

<i>What do I want to achieve?</i>	<i>How will I achieve this + what evidence will I show?</i>	<i>Target date?</i>	<i>Comments at review</i>
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	

To add a row, click in last box above then press TAB

## 2. Pharmacy knowledge and clinical skills

<i>What do I want to achieve?</i>	<i>How will I achieve this + what evidence will I show?</i>	<i>Target date?</i>	<i>Comments at review</i>
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	

To add a row, click in last box above then press TAB

## 3. Qualifications and career aims

<i>What do I want to achieve?</i>	<i>How will I achieve this + what evidence will I show?</i>	<i>Target date?</i>	<i>Comments at review</i>
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	

To add a row, click in last box above then press TAB

