

# Core Competency Self Assessment Tool CPD cycle

## Why use the Core Competency Self-Assessment Tool (CCSAT)? What is it for?

The Core Competency Self-Assessment Tool (CCSAT) was deassigned by the Irish Institute of Pharmacy (IIP) as one potential way for practising pharmacists to carry out the **'Self-Appraisal'** step in the Continuing Professional Development (CPD) reflective cycle.

The CCSAT contains the 178 behaviours from the Pharmaceutical Society of Ireland's Core Competency Framework that you are required to show a consistent high level of competency in. Self-assessing against these 178 behaviours will assist you in identifying your learning needs, i.e. in identifying which behaviours you need to improve on or refresh.



The IIP CPD Cycle

## How to use the Core Competency Self Assessment Tool.

Please open the excel file at this [link](#). Read each of the behaviours carefully, consider how often you have fulfilled each behaviour (during course related work and outside of college education combined). Place an 'X' in the column corresponding to the word that best represent how frequently you believe you have achieved this behaviour. You may leave comments in relation to each behaviour if it helps you to recall something or if it helps you to reflect later.

Save your excel file when completed in you documents folder on your own PC, use the 'add evidence' button in the section below to upload this excel file for assessment.

## What level of Competency do we expect of you?

**Please note:** In first and second year we would expect you to be obtaining between level 1 (rarely) and level 2 (sometimes), ideally level 2 (sometimes) in the [CoDEG Framework](#). In subsequent years we would expect you continue improving in relation to the behaviours you fulfilled in years 1 and 2 and also become competent in an increasing number of behaviours each year. In year four we would expect you to be at a level 4 (always) in all non-patient facing behaviours and by the end of year 5 we would expect you to be at level 4 (always) in all 178 behaviours.

## What do each of the numbers 0-4 mean in the CODEG Framework?

These numbers represent how often you encounter the behaviours

**0 = Not encountered to date**

**1 = Rarely**

**2 = Sometimes**

**3 = Frequently**

**4 = Always**

Please complete the self-assessment honestly as you will repeat this process on a regular basis. You will see how you are developing in certain areas over time and you can also begin to see which areas need further attention. This is a useful way of recording your progress, identifying your learning needs and taking responsibility for your own learning by finding ways of fulfilling those learning needs.

Please enter the date you carried out this self assessment against the core competency framework

If you complete the self assessment on a different date to that which you began it - **please enter the date you completed it.**

Please use the 'add evidence' button to upload your completed Core Competency Self Assessment Tool (CCSAT).

Please note on page two of the excel file you will find the 'results summary' from your Self-Assessment using this tool. Please copy this results summary into the box below.



This has not been evidenced

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On the basis of your results from the CCSAT, please complete a CPD reflection cycle using the link [here](#). In the self-appraisal section, explain that you used the CCSAT to self-assess against the 178 behaviours from the CCF and include again the summary of your results.

Now move onto the next stage of the cycle and continue to complete as usual

### To Submit

**Note** after completing these templates you will find them in your 'assets store' - please submit as follows:

1. This CCSAT when completed to the [MPharm1 Workspace](#) to [Assignment called 'CPD reflection Using the CCSAT'](#)
2. The reflection cycle you complete to [MPharm1 Workspace](#) to [Assignment called 'CPD reflection Using the CCSAT'](#)