

Ongoing Education Report

The Board recommends that counsellors use the outlined format below for their ongoing education reports. Having a table format has proved to be a convenient way of outlining presentations.

Presentations attended

This should include seminars, conferences, workshops and inservice courses.

Date of Presentation	Place of Presentation	Presenter	Subject/Topic	Comments (If applicable)

Presentations given/Publications

Date of Presentation	Place of Presentation	Subject/Topic	Comments (If applicable)

Other Regular Educational Meetings

These can just be stated giving frequency details not necessarily in a table
e.g. Weekly intake meetings
Departmental clinical meetings
Group Supervision