

# SAAHSP



SOUTH AFRICAN ASSOCIATION OF  
HEALTH & SKINCARE PROFESSIONALS

## CONTINUING PROFESSIONAL DEVELOPMENT PROCEDURE FOR BEAUTY THERAPIST (BHS)

### 1. INTRODUCTION

Professionalization of an industry requires that the therapists remain current in their practice. A designated member you are required to participate in the CPD programme offered by the Professional Body for the industry.

This document serves to outline the CPD requirements, processes, and reporting that the therapist is required to adhere to and use.

### 2. DEFINITION

CPD can be defined as the systematic maintenance, improvement and broadening of skills and the development of personal qualities necessary for the execution of professional and technical duties throughout a person's career.

The definition is intended to remain flexible enough to be relevant to all those registered and at different stages of their careers. The Professional Body enable the therapist to earn CPD points spread over different categories of activities and not attendance of academic and theoretical courses alone. As registered therapists are required to obtain 20 CPD points over one year; meeting these minimum CPD points required will result in the renewal of registration if membership fees are paid.

### 3. BENEFITS

#### 3.1 Benefits of the CPD Program

Participation in a CPD programme has benefits to the therapist, employer, and the industry as a whole. In a fast growing, ever changing, highly competitive market and shrinking group of clients, it is important that the registered therapists demonstrate their competitiveness through the ongoing participation in CPD. This should become a way of life.

#### 3.1.1 By committing to the CPD programme the therapist demonstrates:

- Commitment to level of excellence;
- Passion for occupation;
- Desire to constantly improve;
- Interest in the developments within the industry in terms of products, services, and business management; and
- Competence as the therapist in running and/or contributing to the running of a sustainable business.

### 3.2 **Benefits to the Designated Member**

Participation in the CPD programme keeps the therapist's registration current. This provides employers, stakeholders, and clients with a positive indication of commitment to the industry, business, and own personal development.

Being up to date sets the therapist apart and makes them highly desirable as an employee – it instills confidence from the clients and employer.

The use of the registered the therapist's designation for example:

Reg.NtHS/Reg.BtHS/Reg.BHS/Reg.SomS following their name is an indication of the STATUS as registered the therapist. The logo can be used on business cards and in business advertising.

### 3.3 **Benefits to the Designated Members Employer**

Being a designated member illustrates interest toward and passion for the industry and occupation. It proves that advise, products and services are up to date and current.

These the therapists also prove to be leaders in the industry by using the latest technology and thinking in their working environment.

The employer is assured that the affiliation of the employee with the industry and professional bodies keeps them in touch with what is happening in South Africa and at an international level.

The employer is able to rely on the professional input of the therapists because the compliance to the three criteria is proof from an objective, credible source that the therapist is up to date, informed, passionate, and committed to the industry.

### 3.4 **Benefit to the Industry**

The industry becomes self-regulated. Greater pressure will be placed on qualified therapists to be registered as designated members. This type of self- regulation means that standards of excellence are established and maintained and that growth of the credibility and professionalism within the industry is guaranteed.

Non- or under-qualified the therapists trying to enter the industry without these credentials will eventually not be tolerated by clients, stakeholders, and potential employers. This will maintain the high standard of professionalism expected during treatments.

## 4. **CPD ACTIVITY**

### 4.1 **How many CPD Points are required for Registered The therapists?**

Registered The therapists are required to obtain 20 CPD points per membership cycle over one year. CPD points are allocated according to the complexity and duration of a CPD activity.

### 4.2 **Compulsory CPD activities**

The therapists are allowed great freedom when selecting CPD activities. A CPD calendar will therefore be set up by the industry professional bodies at the beginning of each year. The therapists will need to ensure that they diarize and attend the scheduled CPD activities.

Participation will be recorded through the signing of a register. Failure to participate in events will result in the therapist being de-registered.

### 4.3 Schedule of CPD activities

There are 7 categories of CPD activities, provided in the online Skillzbook platform. Members are required to accumulate 20 CPD points a year period by completing a range of approved activities such as:

No	Category	Min points	Max points
1	CPD planning Planning your CPD activities and using the SkillzBook repository. Generate CV and store information.	5	10
2	SkillzBook short courses	5	10
3	Events / Skills Training / Product Training These include any industry events, workshops, talks, seminars, product training, product Launch/Promotions, congresses etc.	5	10
4	Reading & Blogging These include reading of articles or journals (relevant to the industry). Publishing articles or blogging.	4	10
5	Professional Development These include Speaking at events, Assessing and Moderating, signing your code of ethics and renewing your membership. Judging at events.	1	10
6	Committees These will only consist of 3 categories. - Serving on Board - Serving on Committee - Holding a Portfolio	0	3
7	Community Activity (Charity)	0	5
TOTAL		20	63

Utilizing the online platform SkillzBook you can track and monitor your own CPD activity, however there are categories that only SAAHSP can award to your profile. Please note that SAAHSP administration has the right to reject CPD points if it is considered not valid to the industry.

Categories awarded by SAAHSP administration is as follows;

1. Events  
These are scheduled by SAAHSP via the CPD Skillzbook portal
2. Skillz and Product Training  
Only approved CPD programs registered with SAAHSP will have full CPD points value added. Non-registered programs might not carry full CPD value. We therefore encourage Designated members to attend courses through SAAHSP approved CPD activities.
3. Professional Development  
Evidence will be sent to SAAHSP office for evaluation and awarding of points.

#### 4.4 Criteria for awarding CPD points according to Scorm Compliance

CPD hours	
1 hour or less	= 1 CPD point
1 – 4 hours (1/2 day)	= 2 CPD points
5 – 8 hours (1 day)	= 4 CPD points
9 – 16 hours (2 days)	= 8 CPD points
Longer	= 12 CPD points

CPD Levels – these are awarded according NQF Levels and will only be awarded to SAAHSP evaluated CPD programs

Level 4	= 0 additional CPD
Level 5	= 1 CPD points
Level 6	= 2 CPD points
Level 7	= 3 CPD points

Each CPD activity will have an annual fee payable to the Professional body. please refer to SAAHSP CPD submission criteria sheet.