

Reflective Practice Tool

This tool may be used to assist you in reflective journaling or reflecting on your practice, or a specific professional development activity.

These questions have been adapted from: HETI 'The Superguide 2012; Source: Adapted from Gibbs, G. (1988) Learning by doing: A guide to teaching and learning methods. Further Education Unit, Oxford Brookes University, Oxford.

Activity/Occasion/Incident	
Presenter/Parties involved	
Date	
Venue/Location	
DESCRIPTION: <i>Describe what happened during this Activity/Occasion/Incident you are reflecting on.</i>	
FEELINGS: <i>What were you thinking and feeling at the time?</i>	
EVALUATION: <i>List the points or tell the story about what was good and what was bad about the experience.</i>	

ANALYSIS: *What sense can you make out of the situation? What does it mean?*

CONCLUSION: *What else would you have done? What should you perhaps not have done? What implications does this have for your practice?*

ACTION PLAN: *How will you adapt your practice in light of this new understanding?*

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This template is a guideline only, developed by OTA.

Refer to <http://www.occupationaltherapyboard.gov.au/Codes-Guidelines.aspx> for the full CPD Guidelines.

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