



BPB

Building Professionals Board

CPD course
July – September 2009

Accredited certifiers – Professional Practice CPD course 2009

The Building Professionals Board (the Board) advises accredited certifiers that the first CPD course for 2009 will be commencing in July. The course is *Accredited Certifiers: Professional Practice - Ethics* and will identify and define values, ethics and morals that are expected of accredited certifiers in relation to their role as certifiers. The course will be delivered by Kite Events and Conferences and will be one day in length.

Do I have to complete the course?

Yes, all accredited certifiers must undertake two courses each calendar year:

- *Accredited Certifiers: Professional Practice*
- *Accredited Certifiers: Legislative Requirements*

Completion of both courses is compulsory. The *Building Professionals Act 2005* (the Act) enables the Board to refuse to renew the accreditation of certifiers who have not undertaken the CPD required by the accreditation scheme since the Board last renewed their accreditation.

What does the course cover?

The first course for 2009, *Accredited Certifiers: Professional Practice – Ethics*, will provide accredited certifiers with additional skills to maintain their professional practice in an ethical manner.

The course has been developed by Kite Events and Conferences specifically to suit the needs of accredited certifiers. The course incorporates practical exercises designed to enhance the ability of individuals to be ethically aware and ethically intelligent providing the basis for good decision-making.

The course introduces the concept of ethics and its relationship with accredited certifiers that apply to their day-to-day functions.

The course provides a foundation for understanding and embracing the ethical issues and complications faced by accredited certifiers in their professional roles and by the organisations and individuals they interact with.

Outcomes of the course include:

- Understand the difference between ethics and morals
- Understand the value of ethics
- Be familiar with some philosophical approaches to ethical decisions
- Identify some ways to improve ethics in your workplace
- Know what is required from the BPB code of conduct

- Know some ways to avoid ethical dilemmas
- Have some tools to help you make better decisions

What are the requirements for the course?

For this course, accredited certifiers will need to attend a course session in person. The one day workshop will include theory and practical sessions.

You will need to register and pay for the course on-line via the following link www.kiteservices.com.au/bpbethics.html. Payment can be made via credit card or cheque. Note that payments made using AMEX cards incur a surcharge.

Once you have fulfilled the course requirements by attending the course session in full, the Board will issue a Certificate of Successful Completion for the course.

When must I complete the course?

You need to complete a course session that is available from July 2009 through to September 2009.

If you are unable to attend a session, you will need to provide your reasons to the Board in writing before the start of the sessions. If you live more than 100km from an organised course session, you can apply to the Board in writing for approval to undertake the course by correspondence to cpd@bpb.nsw.gov.au.

Where and when are the courses held?

While the majority of the sessions will be held in the Sydney metropolitan area, a significant number of the sessions will be held throughout various regional centres of New South Wales.

Sessions for *Accredited Certifiers: Professional Practice - Ethics* are available on the dates below:

Date	Day	Time	Location
15 July 2009	Wednesday	8:30am – 2:30pm	North Sydney
29 July 2009	Wednesday	8:30am – 2:30pm	West Ryde
30 July 2009	Thursday	10:30am – 4:30pm	Newcastle
4 August 2009	Tuesday	8:30am – 2:30pm	Liverpool
5 August 2009	Wednesday	10:30am – 4:30pm	Wollongong
6 August 2009	Thursday	8:30am – 2:30pm	Milsons Point
19 August 2009	Wednesday	8:30am – 2:30pm	Milsons Point
3 September 2009	Thursday	8:30am – 2:30pm	Milsons Point
8 September 2009	Tuesday	10:30am – 4:30pm	Penrith
9 September 2009	Wednesday	8:30am – 2:30pm	West Ryde
22 September 2009	Tuesday	8:30am – 2:30pm	Bondi
23 September 2009	Wednesday	10:30am – 4:30pm	Newcastle
29 September 2009	Tuesday	10:30am – 4:30pm	Queanbeyan
30 September 2009	Wednesday	10:30am – 4:30pm	Ballina

Kite Events and Conferences will manage these sessions. A maximum of 25 attendees are accepted for each session. Full details of the venue and session times are available at www.kiteservices.com.au/bpbethics.html

At this stage the second CPD course for 2009, *Accredited Certifiers: Legislative Requirements*, will be offered in October. You will be notified once more details are available.

Why do certifiers have to attend CPD sessions?

Each year the courses run by the Board enable certifiers to maintain their skills and knowledge in relation to their certification functions. This course will provide certifiers with the necessary skill and knowledge to make decisions when faced with ethical dilemmas.

Course assessment

The Board requires certifiers to attend the whole day's session and to participate in activities on the matters covered during the day.

These activities will include both individual activities and group activities.

Course fee

The fee for the course is \$312.40 including GST. The fee can be paid online at www.kiteservices.com.au/bpbethics.html

It includes the study materials, morning tea and lunch.

Registration

Please visit the Kite Events and Conferences website www.kiteservices.com.au/bpbethics.html to register for a session.

Following successful registration, you will receive a confirmation e-mail with your invoice and details of the session venue and time. Full details of the venue and session times are available at www.kiteservices.com.au/bpbethics.html.

Further information

Information Sheet 7 *Continuing professional development* outlines the requirements of the CPD program under the accreditation scheme and can be found at http://www.bpb.nsw.gov.au/resources/88/Info%20Sheet%207%20continuing_professional%20development_7.pdf.

If you have any enquiries, please email cpd@bpb.nsw.gov.au or phone 02 9895 5950.

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