



CMALT Portfolio Review: Review Form

Name of CMALT Holder: **Example**

Portfolio URL: **URL (if any)**

Date of original award (certification date): **date**

Updated section	Review	
Updated Section 1: Summary of recent work/practice (500 words max)	Yes or No	Confirm as accepted? Yes or no (delete as appropriate)
Updated Section 2: Overview of CPD activities over the past 3 years		
<i>Example 1</i>	S, A or I	S = Strong, A = Adequate or I = Inadequate
<i>Example 2</i>	S, A or I	S = Strong, A = Adequate or I = Inadequate
<i>Example 3</i>	S, A or I	S = Strong, A = Adequate or I = Inadequate
Overall Section 2:	S, A or I	S = Strong, A = Adequate or I = Inadequate
<i>Section 2 overall: All examples are marked S = overall mark S All examples are marked S or A = overall mark A ANY example is marked I = overall mark I</i>		
Updated section 3: updated future plans (300 words max)	Yes or No	Confirm as accepted? Yes or no (delete as appropriate)
New submission confirmation	Yes or No	Confirm as accepted? Yes or no (delete as appropriate)

Review outcome: (please tick which applies)

Accept

Yes in Sections 1 and 3, Section 2 overall adequate or strong

Revisions required

Please provide comments below.

Reviewer signed:

Dated:

ALT signed:

Dated:

Comments:

Notes for reviewers

Before beginning the review process and completing this form, please read the CMALT Portfolio Review Guidelines. Your task is to review the updated areas of the portfolio and complete this form.

The principles and values that inform the development of the scheme are:

- ◇ A commitment to keep up to date with new technologies.
- ◇ An empathy with and willingness to learn from colleagues from different backgrounds and specialist options.
- ◇ A commitment to communicate and disseminate effective practice.

These should be kept in mind when reviewing the updated portfolio and examining evidence, for all new/updated sections.

You should review the updated sections 1 and 3 and confirm that these have been submitted and can be accepted.

You should also review the 3 examples provided in the section 'Overview of CPD activities' as being of one of the following standards:

1. Strong: The example is well documented and highly convincing description of what they have done, evidence that they have done it and reflection on it;
2. Adequate: The example includes a complete and credible description of what they have done, evidence that they have done it and reflection on it;
3. Inadequate: At least one element of the example provided, either description, evidence and/or reflection, is inadequate (or non-existent).

Section 2 overall:

All examples are marked S = overall mark S

All examples are marked S or A = overall mark A

ANY example is marked I = overall mark I

Update review outcomes

Accept

Yes in Sections 1 and 3, Section 2 overall adequate or strong

Revisions required

Please provide comments.

Reviews should be completed within 4 weeks of the portfolio being received by the reviewer. A maximum of 3 months duration can be requested in exceptional circumstances.

The contents of the form minus the name of the reviewer will be shared with the CMALT Holder. If the outcome of the review is that revisions are required, the reviewer should summarise the reasons in the comments section indicating what improvements are needed in portfolio prior to resubmission.