

## How to register:

1. Access the website: [www.cdep.org.uk](http://www.cdep.org.uk)
2. Click on the link: SIGN IN/REGISTER
3. Under NEW CANDIDATE REGISTRATION enter your EMAIL address, (this can be work or personal) and click CREATE ACCOUNT.
4. On the next registration page, choose a secure / memorable PASSWORD, then input the REGISTRATION KEY CODE: **HIOWCDEP** \*If this code is not entered, you will be automatically passed to CDEP's payment page. If this does occur, please contact [CDEP](http://www.cdep.org.uk) for support.

## How long will it take me to complete a topic?

Each topic has a different number of competencies and therefore average length of time differs from 45 mins (Promoting self-care) to 5 hours (Nutrition & Physical Activity), but on average it takes 1-3 hours per topic.

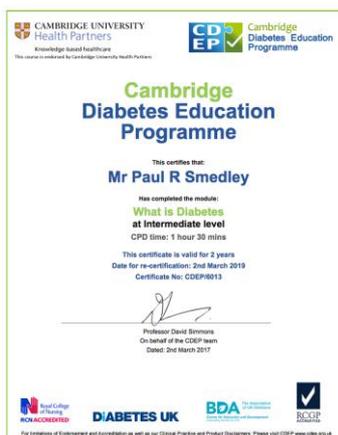
## Where should I start?

CDEP currently offers 15 topics. People may start wherever they choose as there is no particular order that needs to be followed.

If in doubt... start at the top with 'Promoting self-care' - it's a great way to familiarise yourself with CDEP!

## Do I have to complete all the topics to generate a certificate of diabetes competency?

No, once you finish a topic you can generate a certificate of competency for that specific topic.



## What CDEP level should I register at?

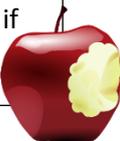
CDEP has 5 levels (as per the UK diabetes competency framework)...

- **Core** – the minimum level for staff who have any contact with people living with diabetes. Ideal for HCAs, receptionists, students, psychologists, care workers, etc.
- **Intermediate** – perfect for staff who are not primarily responsible for supporting people manage their diabetes, but their role may impact on care e.g. practice nurses, GPs, paramedics, ward/care home/mental health/prison staff, HCAs trained to deliver enhanced diabetes care, podiatrists (not working in diabetes foot clinics), physiotherapists, midwives, pharmacists, etc.
- **Diabetes Specialist** – ideal for staff responsible for delivering the majority of diabetes care in their setting or for staff starting to specialise in supporting complex diabetes care e.g. practice nurse, GPs, dietitians, junior DSNs, diabetes link nurses, diabetes podiatrists / midwives / pharmacists, etc.
- **Diabetes Expert** – this level is for staff delivering intensive care to complex diabetes cases or delivering diabetes specialist support to other staff.
- **Diabetes Consultant** - Suitable for staff delivering complex specialist diabetes care as well as responsible for workforce / business planning and diabetes clinical strategy in their region.

Once you have chosen a level, CDEP offers you all the topics and competencies that are appropriate for that level. *Don't worry if you choose the wrong level, you can easily change your level in the 'my account' section on the website.*

## CDEP is designed to be done in 'bite-sized chunks'

Just log in when and where you can and do a few competencies within a topic – one can take as little a minute to do. Once a competency is finished, it will automatically be saved, so none of your work will be lost if you dip in and out!



### CDEP Topics:

- Promoting self-care
- What is diabetes
- Hypoglycaemia
- Hyperglycaemia
- Oral Therapies
- Injectable Therapies
- Foot Care
- Nutrition
- Blood glucose and ketone monitoring
- Pre-conception care
- Screening, prevention & early detection of type 2 diabetes
- Nutrition & Physical Activity (QoF DM13 requirements – intermediate level and above)
- Managing diabetes in hospital
- Managing diabetes in residential or nursing home care
- Carbohydrate counting and insulin injection dose adjustment (diabetes specialist level and above)

### Reflection...

Completing CDEP 's evaluation after finishing a topic, automatically generates a reflection document for you to submit as part of evidence for **revalidation**.



So have a careful think about the impact of the topic when answering the questions as you can not go back later to change your answers. Like the certificate, the reflection form can be emailed or printed from your CDEP account.

### Clinical Practice Feedback...

*Ever wondered what your patients, their carers or your peers thought about your diabetes knowledge?*

You can invite feedback on your clinical practice in specific areas that match the CDEP topics via our secure clinical practice feedback portal.

Look out for the link when your next sign into CDEP...

[▶ CREATE A CLINICAL PRACTICE FEEDBACK REQUEST](#)

All you have to do is ask their permission to share their email address with CDEP.

We will not use their details for any other purpose other than sending them an automated email with the link to access a questionnaire to provide **robust clinical practice feedback** on your diabetes knowledge, confidence, guideline familiarity as well as communication, empathy and empowerment skills.

**CPD accredited / endorsed by:**



*is always on hand...*

Learning resources are available which can be assessed before, during or after the competencies.

For more support please contact: [candice.ward@addenbrookes.nhs.uk](mailto:candice.ward@addenbrookes.nhs.uk)

*Inactive CDEP accounts (ie accounts registered, but no topics undertaken) may be deleted after a reasonable period of time (including gentle reminder emails being sent) so that someone else can take advantage of the funded diabetes training.*