How to log into your portfolio via your RCOT member portal

Step 1

- Go to https://portal.rcot.co.uk/login and enter your RCOT log in details.

Login

Please enter your email (username) and password to log in. If you are an RCOT member and have not logged in since 2021, you need to re-register your account. For more information, visit www.rcot.co.uk/re-register

Username *

_____

Email address you used to create your account.

Password *

_____

Reset password
Register your account.

Login

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Step 2

- Click on 'CPD portfolio' tab – third option down on the left-hand menu, or click on the image 'Record your CPD all in one place'
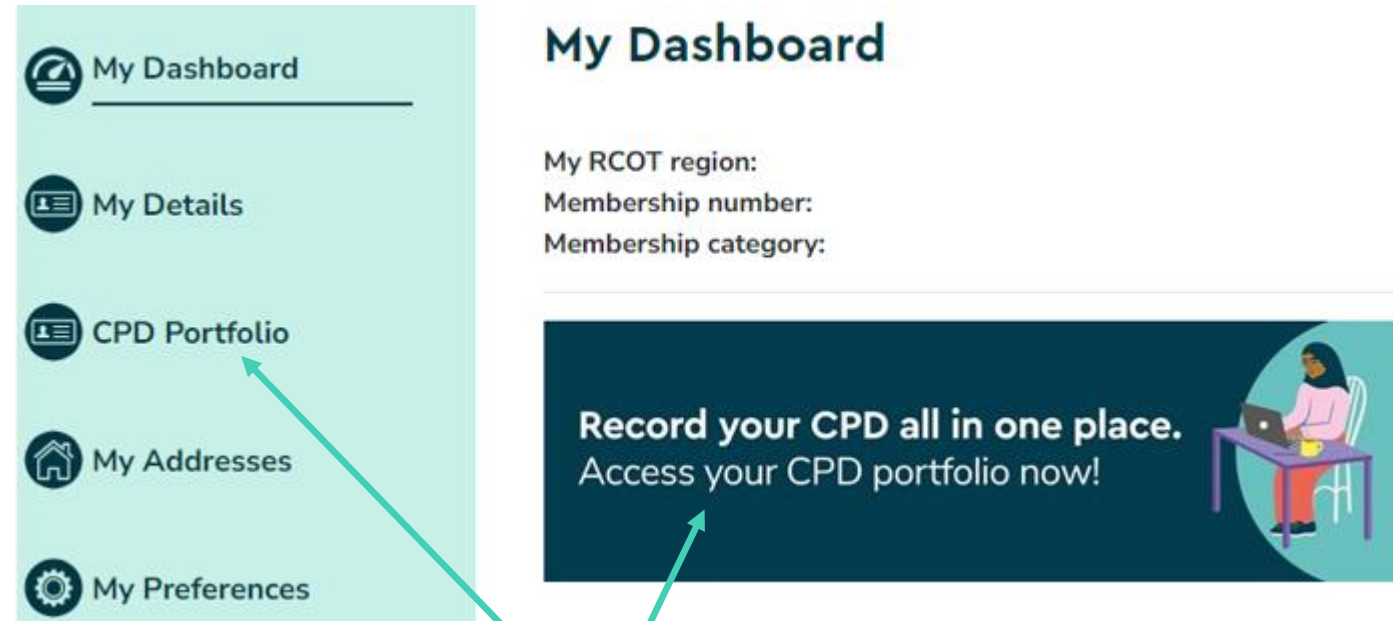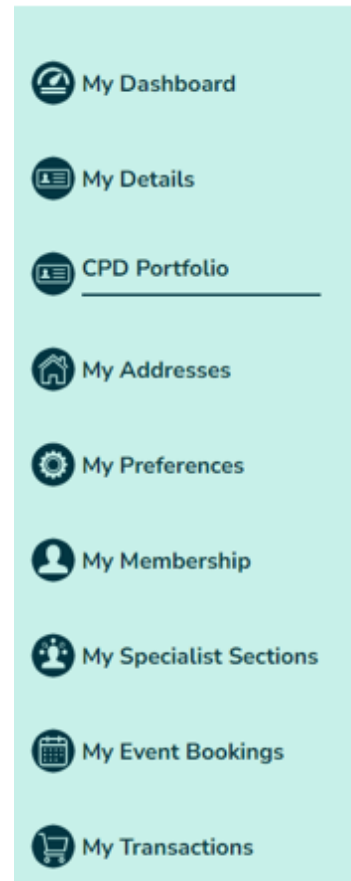
My Dashboard

My Details

CPD Portfolio

My Addresses

My Preferences

My Dashboard

My RCOT region:
Membership number:
Membership category:

Record your CPD all in one place.
Access your CPD portfolio now!

Click on either of these

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How to log into your portfolio via your RCOT member portal

Step 3

![Royal College of Occupational Therapists logo]

- Click on the 'Access my portfolio now' button.

My Dashboard

My Details

CPD Portfolio

My Addresses

My Preferences

My Membership

My Specialist Sections

My Event Bookings

My Transactions

CPD Portfolio

My RCOT region:
Membership number:
Membership category:

Record your CPD all in one place

Do you struggle to stay on top of recording your continuing professional development (CPD) and make sure you meet the HCPC standards?

You can now use our specially designed CPD portfolio to keep track of all your CPD:

- Make CPD diary entries.
- Record reflections.
- Include evidence.
- Monitor progress.

And make sure you're ready to showcase your CPD and learnings if you're called for the HCPC audit!

The new HCPC registration period and CPD recording cycle started on 1 November 2023 – start good CPD habits and record your CPD regularly.

Access your CPD portfolio now! >

How to log into your portfolio using the CPDme app

- Search for and download the CPDme app which is called CPD Portfolio with this graphic:

- Log in, don't 'sign up'. Use **the same email address that you use for RCOT membership** to log in.

- Click on 'forgotten password'. The app will then generate a one-off secure log in which will not affect your RCOT log in details.

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Things to do if you've tried to log in, but it's not working

- Try clearing your browser history/cache because sometimes cookies can get stuck and might block you being able to log in.

- If you've used CPDme before, check you are using the same email address for both CPDme and RCOT so that previous CPD entries show. You can always update either one of your email addresses.

- If you get stuck, please contact prof.dev@rcot.co.uk for support.

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