



Quidos CPD Guidance for Energy Assessors

Quidos Accreditation requires members to complete a minimum of 10 hours of CPD for each year of accreditation. To ensure that your hours are relevant, we ask that you submit your CPD hours for approval with the scheme.

CPD must be fully targeted towards your chosen field of energy assessment. So for example, courses in web design would not gain approval. We do acknowledge that many Energy Assessors are also self employed or in charge of start-up companies, so CPD in essential business skills can often be approved.

What counts as CPD?

It is not possible to provide a full list of what counts as CPD, however please find guidance below on what may be used as CPD. If in any doubt, then please seek prior approval with Qidos:

- Attending an approved CPD course or training days
- Health & Safety and/or Asbestos Awareness training
- E-Learning courses or tutorials from an approved provider
- Relevant, hosted seminar days, conferences or exhibitions for energy assessors
- Self-direct, or informal learning, i.e. home study of professional journals or publications for energy assessors
- Energy Assessment course, e.g. NDEA training for DEAs
- Relevant professional or vocational training courses, whether or not they lead to a formal qualification, e.g. Building Services Training
- Learning from other related industry professionals, e.g. Shadowing a Surveyor

What does not count as CPD?

- Informal meetings with professionals
- Energy Assessor online forums
- Course topics unrelated to energy assessment or professional skills



Approved Reading Material

Some of your CPD can be gained for free by completing informal learning or home study. Qidos offers a list of approved reading material, available to download from the Resource page. You can also find additional material on relevant training websites such as [ABBE](#).

A maximum of 6 hours of CPD can be obtained from informal learning.

CPD: Change of Requirements

Where there is a change in software, scheme requirements or new releases of CLG documentation that affects Energy Assessors and/or EPCs, Energy Assessors will need to ensure that they keep up to date with the latest changes.

Quidos will advise members about any of the above changes.

Energy assessors must record this as part of their annual CPD, however it does not form part of your 10 hour CPD requirement.

CPD: Disciplinary Requirements

Where Energy Assessors are required to undertake additional training or monitory following disciplinary action such as a failure of a QA audit, Energy Assessors must ensure that they have completed suitable training or have demonstrated competence and compliance.

Energy assessors must record this as part of their annual CPD, however it does not form part of your 10 hour CPD requirement.

How do I plan and record my CPD?

It is recommended that Energy Assessors plan their future learning and CPD by assessing their own knowledge and skills, and identifying any areas for improvement. Suitable opportunities to improve these areas can then be identified.

Quidos advises that Qidos' CPD log is downloaded and used to record their CPD on a regular basis, and subsequently provided annually to Qidos in order to renew membership. Alongside their



CPD record, Energy Assessors are required to provide evidence of their CPD, i.e. certificates from attended courses/seminars.

I am transferring from another Scheme, do I still need CPD?

Yes. All energy assessors transferring their accreditation to Quidos will need to demonstrate up-to-date CPD and industry knowledge by providing a CPD record for the previous year.

I am accredited for more than one strand of Energy Assessment. Do I need to provide 10 hours CPD for each?

If you accredited with Quidos for more than one strand of energy assessment, then you will need to provide 10 hours of CPD for your main strand of energy assessment, plus 5 additional hours of CPD for each additional strand above.

For example; if you are a DEA and NDEA L3, you will need to provide 10 hours of CPD for Domestic Energy Assessment, plus an additional 5 hours of CPD for your NDEA accreditation.