



VICTORIAN ARCHITECTS CODE OF PROFESSIONAL CONDUCT

Regulations may 2015

CPD

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Changes to the Regulations

- The new Architects Regulations were made in May 2015 and introduced a mandatory Victorian Architects Code of Conduct
- The standard of professional conduct and practice for architects is specified in the Code

The Code

SUITABILITY TO PERFORM AND KNOWLEDGE OF SERVICE

- (1) An architect in charge of a client's project must –
 - (a) have suitable skills and experience to be in charge of the project; and
 - (b) maintain a thorough knowledge of the architectural services to be provided and of matters relating to the performance of those services

The Regulations and The Board

- The Regulations give the Board the power to prepare guidelines on professional conduct and practice for architects Part 2 S7
- The Board uses the phrase Continuing Professional Development (CPD) to describe the requirement in the Code for practising architects to maintain the appropriate level of knowledge, skill and competence.

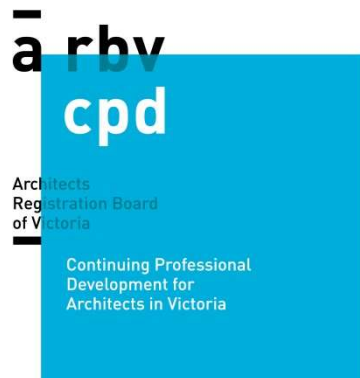
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CPD and the Code

- The Board recommends that architects engage in CPD activity as the best way to comply with the requirements of the Code.
- It is also important to continue to maintain and enhance professional skills and knowledge in the profession of architecture.





CPD in Victoria

- Is CPD mandatory in Victoria?

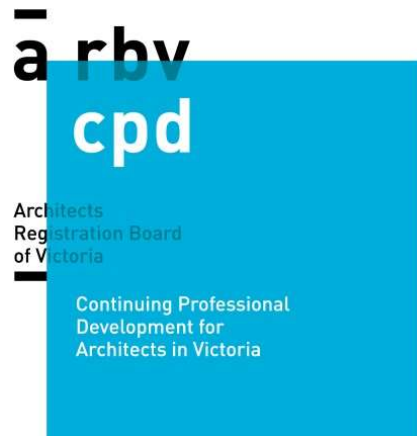
CPD is not mandatory in Victoria

- If CPD is not completed will it affect an architect's registration status?

If an architect does not complete the recommended CPD hours it will not affect their registration status or ability to practice in Victoria.

CPD and the Code

However architects must comply with the requirements of the **Victorian Architects Code of Professional Conduct**.



“suitable skills and experience”

“Maintain a thorough knowledge of the architectural services to be provided and of matters relating to the performance of those service”



CPD Recommendations

- The National Model of CPD for Victoria.
- Architects are urged to adopt this model.
- Architects have the option of following their own CPD plan in order to comply with the Code.

The National Model

- The National model is based on a joint policy developed by the Architects Accreditation Council of Australia (AACCA) and the Australian Institute of Architects.
- The National CPD Policy can be viewed from the AACCA website www.aaca.org.au

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The National Model

- It recommends that practising architects obtain a minimum of:

20 CPD points per year:

10 Formal

10 Informal

- Architects are encouraged to have an annual CPD plan that addresses individual needs and enhances skills and knowledge.

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National Architecture Competency Standards

- Each year, CPD activities should relate to a minimum of two units in the National Architecture Competency Standards –
 - Design
 - Documentation
 - Practice Management
 - Project Management.

The National Competency Standards in Architecture (NCSA) can be viewed from the AACA website www.aaca.org.au

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Informal CPD Points/Hours

- An informal CPD activity must relate to practice as an architect and is in addition to activities already undertaken in the normal course of practice or employment but is not structured.

Formal CPD Points/Hours

- A formal CPD activity must be 'structured' in a learning environment with structured learning outcomes or assessment..

CPD Activities

- The Board does not accredit CPD providers.
- Architects should consider available activity information about a particular activity to determine if it would be considered formal or informal.
- And if the activity is relevant to their individual CPD plan and needs.

The logo for the Architects Registration Board of Victoria (ARBV) CPD. It features the letters 'a', 'rbv', and 'cpd' in a stylized, lowercase font. The 'a' is white, 'rbv' is blue, and 'cpd' is white. The text is overlaid on a blue square background.

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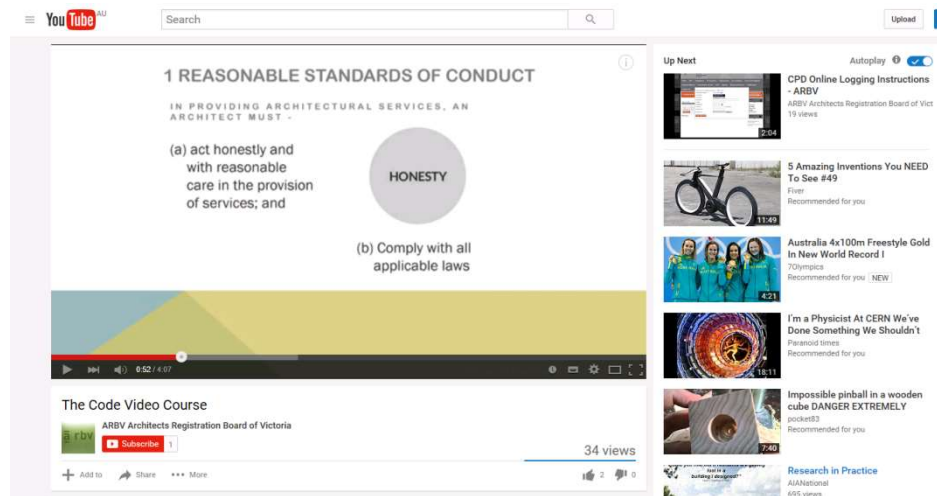
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Does the ARBV Provide CPD Activities?

- The Board may produce online CPD activities from time to time. Keep an eye out on in your inbox, the Board website and social media pages for notifications on available and new activities.
- You will find some CPD activity ideas on the ARBV website e.g
 - Architects' Learning Groups
 - Self directed Learning
 - Lists of formal and informal activities.

Does the ARBV Provide CPD Activities?

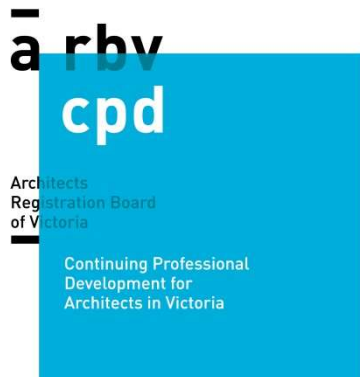
- THE CODE VIDEO COURSE & QUIZ



- Watch the video:
<https://www.youtube.com/watch?v=tK3YAPt2YFo&feature=youtu.be>
- Complete the quiz to gain 1 formal CPD point:
http://www.arbv.vic.gov.au/surveys/?id=CODE_QUIZ

CPD Recording - ARBV Website

- The Board has an easy online recording system for the National CPD Model.
- The first step is to login to the ARBV website with your registration number and password.
- Simply click on '**Manage Profile**' then '**Professional Development**' and '**Add Entry**'. An instruction guide can be downloaded from the ARBV Website.



CPD Recording - ARBV Website

Professional Development: John Test

Community Search
Enter search criteria...

My Profile

Return to Profile
Certifications/Programs **Journal Entries**

Status: All Statuses Certification/Program: All Certifications/Programs
Credit Type: All Types Credits Eamed: From To

Apply Filter >

Export Entries (Unicode) Print Transcript Print Filtered Entries Email Transcript **Add Entry**

Options	Status	Entry Date	Details	Credits	Expires	Score (%)
	Approved	10/03/2016	CPD 2015-2016 TEST	8	30/06/2016	N/A
	Approved	10/03/2016	CPD 2015-2016 TEST	10	30/06/2016	N/A
	Approved	6/03/2016	CPD 2015-2016 Completed Quiz: The Code Quiz	1	Never	100
	Approved	6/03/2016	CPD 2015-2016 Completed Quiz: The Code Quiz	1	Never	90

CPD Recording - ARBV Website

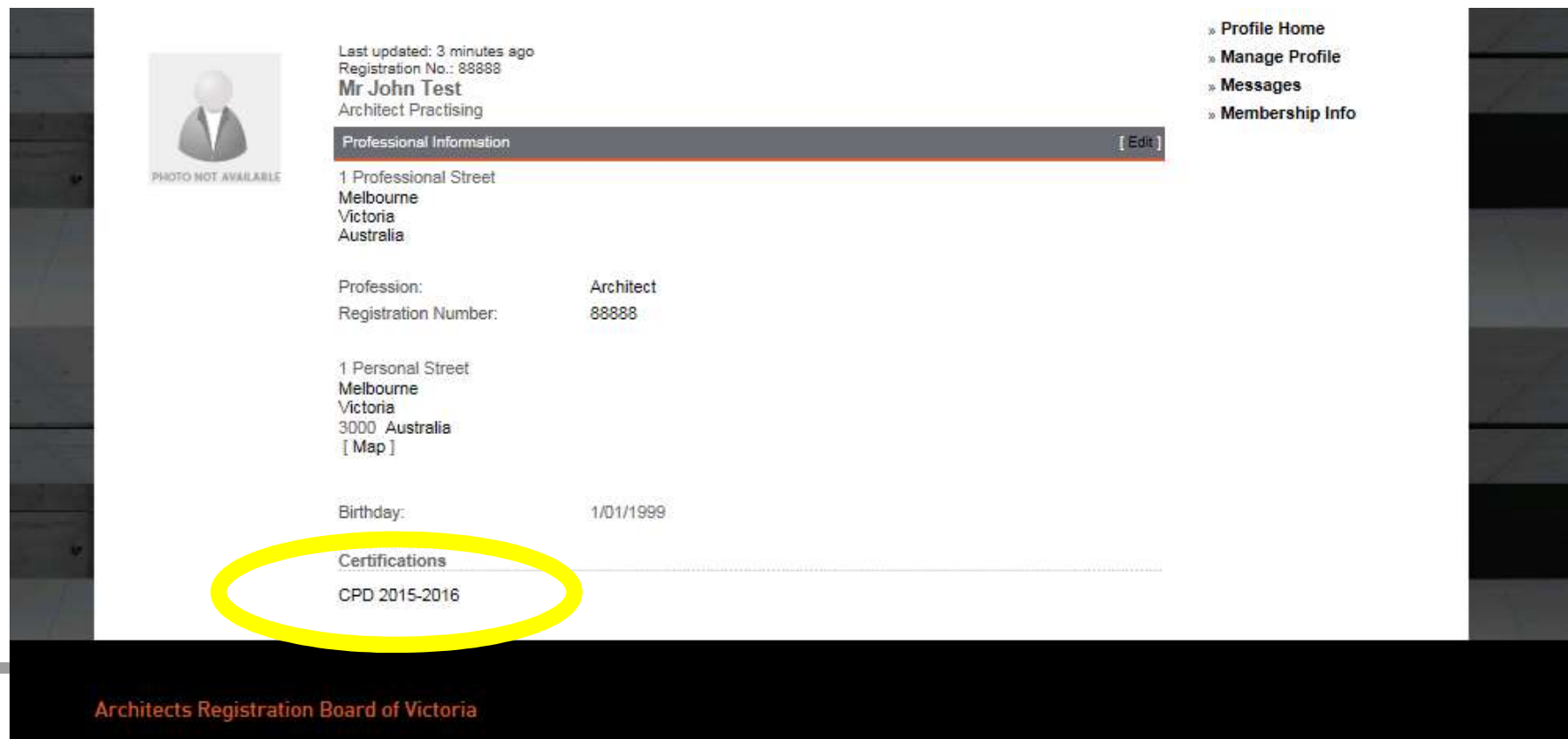
The screenshot shows a web form for recording CPD. The form includes the following fields and controls:

- Is this entry for a Certificate or Program? *** with radio buttons for Yes and No.
- Certification/Program *** dropdown menu showing "CPD 2015-2016".
- Credit Type *** dropdown menu showing "Informal Hours".
- Entry Date *** date field showing "10/03/2016" with a calendar icon.
- Description *** text area containing "Example Entry - Activity Description".
- Credits *** text input field containing "2".
- Credits Expire** date field showing "30/06/2016" with a calendar icon.
- Score (%)** text input field with "(if applicable)" text to its right.
- Activity Code** text input field.
- Attachments** section with a "Browse..." button.
- At the bottom of the form are **Submit** and **Cancel** buttons.

Blue arrows in the image point to the Certification/Program dropdown, Credit Type dropdown, Entry Date field, Description text area, Credits input field, Credits Expire date field, and the Browse... button.

CPD Recording - ARBV Website

- Once all the recommended hours of CPD are recorded on the ARBV website, it will be available on the public facing page for public/client information.



The screenshot displays a user profile on the ARBV website. The profile is for Mr John Test, an Architect Practising, with registration number 88888. The profile is updated 3 minutes ago. The 'Professional Information' section is highlighted in grey and includes an 'Edit' button. Below this, the professional address is listed as 1 Professional Street, Melbourne, Victoria, Australia. The profession is Architect, and the registration number is 88888. The personal address is 1 Personal Street, Melbourne, Victoria, 3000 Australia, with a map link. The birthday is 1/01/1999. The 'Certifications' section is circled in yellow and lists 'CPD 2015-2016'. On the right side, there are navigation links: Profile Home, Manage Profile, Messages, and Membership Info. The footer of the page reads 'Architects Registration Board of Victoria'.

PHOTO NOT AVAILABLE

Last updated: 3 minutes ago
Registration No.: 88888
Mr John Test
Architect Practising

Professional Information [Edit]

1 Professional Street
Melbourne
Victoria
Australia

Profession: Architect
Registration Number: 88888

1 Personal Street
Melbourne
Victoria
3000 Australia
[Map]

Birthday: 1/01/1999

Certifications

CPD 2015-2016

» Profile Home
» Manage Profile
» Messages
» Membership Info

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CPD Recording - ARBV Website

- When the public click on 'CPD 2015-2016' they are taken to the following page...

CPD 2015-2016

Continuing Professional Development 2015 – 2016

This architect has completed the Architects Registration Board of Victoria's recommended CPD activity for this financial year.

These recommendations are as per the Victorian Architects Code of Professional Conduct, set out in the Architects Regulations 2015. The Board uses the phrase Continuing Professional Development (CPD) to describe the requirement in the Code for practising architects to maintain the appropriate level of knowledge, skill and competence.

For the latest CPD updates follow the ARBV on social media... —



• Twitter [ARBV_CPD](#)



• Facebook



• LinkedIn

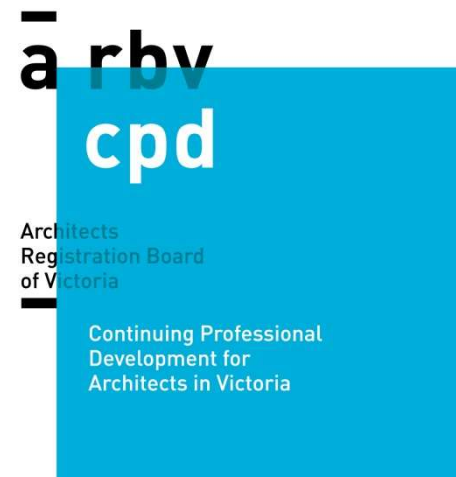
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Comparison to the old Regulations

- You will find the comparison with the old Regulations on the ARBV website along with a copy of the current Regulations 2015
- www.arbv.vic.gov.au



Architects Registration Board of Victoria

www.arbv.vic.gov.au

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Staff:

- Registrar: Alison Ivey
- Compliance: Adrian Magee (Tue + Thu)
- Education Officer: Erin Gibb
- Administration Officer: Amy Ryan
- CPD Manager: Louisa Abt (Wed + Fri)

