

CPIP-RC-2 **Recertification Activity 2:**  
**Professional Practice** (page 1 of 2)



The job function and or position held must be directly involved in or supporting drug product development through manufacturing.

*Includes continuing full or part-time employment in the life science industry within the area of professional practice as applicable to the CPIP competencies 2, 3, or 4.*

**AND/OR**

*Includes cross-function experience where job responsibilities and assignments are realized in more than one department/functional group during the cycle year.*

Maximum RCPs/Year = 8

**Full-time Employment (minimum 1900 hours per year)**

Demonstrated in three Competencies (#2, 3, 4) = 8 RCPs  
 Demonstrated in two Competencies (#2, 3, 4) = 5 RCPs  
 Demonstrated in one Competencies (#2, 3, 4) = 2 RCPs  
 Cross-Function Experience = 3 RCPs

**Part-time Employment (minimum 1200 hours per year)**

Demonstrated in three Competencies (#2, 3, 4) = 5 RCPs  
 Demonstrated in two Competencies (#2, 3, 4) = 2 RCPs  
 Demonstrated in one Competencies (#2, 3, 4) = 1 RCP  
 Cross-Function Experience = 1 RCP

**Required Documentation:**

**Competencies** – Completed professional experience forms CPIP-RC-2 **AND** letter, on company letterhead, from employer (supervisor or management) indicating your job title/responsibilities and employment status (full or part-time) for the certification cycle year. Self-employed individuals may submit letters (on client letterhead) from clients indicating a list of services performed and corresponding dates.

**Cross-Function Experience** – A letter (on company letterhead) signed by supervisor or department/group manager, stating the job responsibilities and assignments and length of time spent for each assignment. The letter should indicate if the recertification applicant integrated knowledge/experience from one assignment to another resulting in a positive impact to the organization.

(Please check one for each form submitted)       Full-time Employee       Part-time Employee

A minimum of one CPIP-RC-2 form is required for each exemplar claimed. All nine exemplars can be submitted.

(Please check the appropriate exemplar for each form submitted)

**Competency 2 – Leadership and Professionalism**

- Exemplar I – Leadership
- Exemplar II – Decision Making
- Exemplar III – Communications and Interpersonal Behaviors
- Exemplar IV – Professional Development

**Competency 3 – Integration/Innovation/Change Advocacy**

- Exemplar I – Innovation and Problem Solving
- Exemplar II – Cross-Functional Integration
- Exemplar III – Risk-Based, Cost-Effective Approaches

**Competency 4 - Quality and Continuous Improvement Focus**

- Exemplar I – Continuous Improvement Mindset
- Exemplar II – Quality by Design

**Cross Function Experience**     

Please complete entire section in English language (typewritten)

Date\* \_\_\_\_\_ Applicant Name \_\_\_\_\_

\*Year(s) in which experience occurred    Position Title \_\_\_\_\_

Company Name \_\_\_\_\_

**Exemplar Experience Description**

---



---



---



---



---



---

