

Agenda Item 5

Enclosure 2

Paper RC 31 / 03

REGISTRATION COMMITTEE

Return to Practice

From : the Executive

FOR DISCUSSION

Return to practice

Executive Summary

The Committee is asked to consider the enclosed document. The Committee is asked to confirm its recommendations for the requirements to be met by applicants in the following categories wishing to return to practice:

- (1) Applicants for renewal or readmission who have practised at some point in the last two years—no additional education, training and experience requirements.
- (2) Applicants for renewal or readmission who have not practised for between two and four years—30 days supervised practice and private study to bring skills or knowledge up-to-date.
- (3) Applicants for readmission who have not practised for more than four years—120 days supervised practice and private study to bring skills or knowledge up-to-date. There should be no circumstances in which an applicant for renewal should have been out of practice for this length of time.
- (5) Applicants for admission whose qualification is at least five years old—120 days supervised practice and private study to bring skills or knowledge up-to-date.

In addition the Committee is asked to determine and make recommendations about the following:

- (1) That where private study is specified, the Committee will also consider a reasonable equivalent such as formal structured study to be acceptable in meeting the requirements.
- (2) That provision stipulated for four years and over be allowed to discharge the requirement stipulated for those out of practice for two or more years.

Question 1: What type of application are you making?		
Answer	Next step	Comment
Admission. I have never been on the HPC register before.	Go to Question 2	
Renewal. I am on the HPC register at the moment.	Go to Question 7	
Readmission. I was once on the HPC register but I am no longer on it.	Go to Question 9	You must have been on the HPC register to apply for readmission. It is irrelevant if you have been on the CPSM register.
Question 2: Were you on a CPSM register at any point between July 9 1998 and July 9 2003?		
Answer	Next step	Comment
Yes. I was on a CPSM register at some point between those two dates.	You should make a special CPSM application	You can be admitted to the register following a successful character check and payment of the admission fee. Your application will have to reach the HPC by the close of business on July 8th 2005 to be considered through this route.
No. I was not on a CPSM register at any point between those two dates.	Go to Question 3	
Question 3: Do you hold an approved qualification?		
Answer	Next step	Comment
Yes. I hold an approved qualification.	Go to Question 4	We publish a list of approved qualifications. We only approve qualifications from UK institutions.
No. I do not hold an approved qualification.	Go to Question 5	
Question 4: Is your approved qualification less than 5 years old?		
Answer	Next step	Comment
Yes. My approved qualification is less than 5 years old.	You should make a standard UK admission application.	80% of admissions applications are standard UK admissions
No. My approved qualification is at least 5 years old.	You have a choice of making either a 5yrs+ UK admission application or a grandparenting application. You should contact the HPC for further advice.	If you make a 5yrs+ UK admission application, you will have to meet additional education, training and experience requirements before you can be admitted. The requirements are explained in detail in the guide: they include 120 days supervised practice and private study to bring your skills and knowledge up-to-date.
Question 5: Do you want to make an international application?		
Answer	Next step	Comment
Yes. I want to make an international application.	You should consult the guide to making international applications.	
No. I do not want to make an international application.	Go to Question 6	

Question 6: Do you want to make a grandparenting application?		
Answer	Next step	Comment
Yes. I want to make a grandparenting application.	You should consult the guide to making grandparenting applications .	Your application will have to reach the HPC by the close of business on July 8th 2005 to be considered through this route.
No. I do not want to make a grandparenting application.	You cannot meet the criteria for admission to the register at present. You will need to obtain an approved qualification before the HPC can consider an application from you.	Most applicants to the register have to show that they have been educated and trained in their profession, which means having an approved qualification. The only exceptions are applicants who trained outside the UK and, for a limited period, applicants who have already been practising their profession (known as 'grandparenting' applicants).

Question 7: Is this your first renewal after transferring automatically from CPSM registration?

Answer	Next step	Comment
Yes. I was transferred automatically from a CPSM register to the HPC register on 9th July 2003 and this is my first renewal since that date.	You should make a special first CPSM renewal application	The special first CPSM renewal application does not include a requirement for you to show us that you have been in practice at some point in the last two years. There is more information about this application route in the guide.
No. Either I didn't transfer automatically from the CPSM register to the HPC register on 9th July 2003, or I did transfer automatically but this is not my first renewal since that date.	Go to Question 8	

Question 8: Have you been in practice at some point in the last two years?

Practice includes any clinical practice, education, management and research in your profession that you have undertaken. It does not include any unregistered practice.

Answer	Next step	Comment
Yes. I have been in practice at some point in the last two years.	You should make a standard renewal application .	
No. I have not been in practice at any point in the last two years.	You should make a 2yrs+ renewal application	You will have to meet additional education, training and experience requirements within 120 days of your renewal . The requirements are explained in detail in the guide: they include 30 days supervised practice and private study to bring your skills and knowledge up-to-date. Please note that there should be no circumstances in which you have been out of practice for more than four years and still have been registered with us. If this description fits you, please contact us straight away.

Question 9: How long has it been since you were last in practice?

Practice includes any clinical practice, education, management and research in your profession that you have undertaken. It does not include any unregistered practice.

Answer	Next step	Comment
Less than two years. I have been in practice at some point in the last two years.	You should make a standard readmissions application	

<p>Between two and four years. It has been at least 0 and not more than four years since I was last in practice.</p>	<p>You should make a 2 to 4 years readmissions application</p>	<p>You will have to meet additional education, training and experience requirements before you can be readmitted. The requirements are explained in detail in the guide: they include 30 days supervised practice and private study to bring your skills and knowledge up-to-date.</p>
<p>More than four years. It has been at least four years since I was last in practice.</p>	<p>You should make a 4yrs+ readmissions application</p>	<p>You will have to meet additional education, training and experience requirements before you can be readmitted. The requirements are explained in detail in the guide: they include 120 days supervised practice and private study to bring your skills and knowledge up-to-date.</p>