



First edition                      September 2014  
Review every                        3 years  
Next review due                    September 2017

# UKPHR

*Public Health Register*

Protecting the public – improving practice

August 2014

## Specialty Trainees (Registrars): provisional registration

### 1. Purpose of this document

This document sets out the policy and procedure UKPHR intends to operate in respect of provisional registration of Specialty Trainees (Registrars).

### 2. Scope and Organisational Context

**2.1** UKPHR was established in 2003. Its objective is to promote public confidence in public health professionals' practice in all four UK countries through independent regulation.

**2.2** UKPHR is an independent body with its own Board. It registers specialists and practitioners in public health.

### 3. Provisional registration of Registrars

Registrars who wish to register during their training will be able to register with UKPHR. UKPHR is an accredited voluntary register; registration is therefore voluntary but satisfies all the requirements of modern "right touch" regulation.

While provisional registration may be particularly attractive to Registrars who are not able to register with a statutory regulator (for example, the General Medical Council), UKPHR will accept applications from all Registrars. UKPHR believes that all Registrars should have the opportunity to enter into and be able to claim compliance with the requirements of contemporary regulation and dual registration adds value to regulatory arrangements and practice standards in respect of multi-disciplinary public health practice.

The criteria and conditions for eligibility for consideration for provisional registration are:

- 3.1 Acceptance onto and participation in the specialty training programme
- 3.2 Completion of an application form and production of supporting evidence as prescribed by UKPHR
- 3.3 Payment of an annual registration fee as prescribed by UKPHR
- 3.4 Commitment to continuing professional development (for this purpose satisfactory participation in the training course will be treated as complete fulfilment of this requirement)
- 3.5 Commitment to practice public health in accordance with UKPHR's Code of Conduct and *Good Public Health Practice*.

#### **4. Prescribed requirements**

In order to register with, and remain registered with, UKPHR, a Registrar is required to:

- 4.1 Complete, sign and deliver to UKPHR an application form in the prescribed form, a copy of which is annexed to this policy and is also available to download from UKPHR's website
- 4.2 On application, and thereafter annually to complete, sign and return to UKPHR a declaration in the prescribed form, a copy of which is annexed to this policy and is also available to download from UKPHR's website
- 4.3 Evidence of acceptance onto and participation in the specialty training programme by means of written confirmation from the applicant's educational supervisor, Dean or otherwise from the Local Enterprising & Training Board or other funding authority
- 4.4 Pay annually the prescribed registration fee of £90 or such other sum as shall from time to time in future years be set by UKPHR

#### **5. Supplementary information**

- 5.1 The annual registration cycle will be 01 July – 30 June. A new registrant joining the register during the cycle will pay a first registration fee reduced pro rata to reflect the length of time on the register until the first annual renewal on the following 01 July.
- 5.2 A registrant seeking to take time out from the training programme will be encouraged to maintain continuous registration; no refund will be paid for a part year off the register.
- 5.3 On satisfactory completion of specialty training a registrant will be eligible to register with UKPHR as a specialist. If application for the latter is made promptly (again, registration is voluntary) UKPHR will maintain the registrant's registration continuously; if specialist registration takes place before 01 July during a year of provisional registration the registrant may set off against the new registration fee payable the provisional registration fee reduced pro rata for the same period; in any other circumstance no refund of provisional registration fee will be made.
- 5.4 A Registrar who ceases permanently to participate in the specialty training programme (a different situation from taking time out from the programme) shall cease to be eligible for provisional registration; on receipt of evidence of this fact, UKPHR will remove the registrant from the register and no refund of provisional registration fee will be made.
- 5.5 UKPHR will not impose a requirement in respect of Continuing Professional Development (CPD) on any registrant participating in specialty training, believing that its CPD standard for specialists will be more than met by such participation. In the event that a registrant takes time out from the training programme, s/he will be required, as a minimum to meet UKPHR's CPD standard for practitioners until training is resumed.

## **6. Advantages of provisional registration**

The advantages of provisional registration are considered by UKPHR to include:

- 6.1 Extending the availability of accredited voluntary regulation to more members of the public health workforce, for the purpose of enhancing the protection of the public provided by UKPHR
- 6.2 Making available to all individuals in specialty training the opportunity to enter into, experience and claim compliance with contemporary regulation ahead of specialist registration
- 6.3 Providing an opportunity for Registrars to strengthen the demonstration of their commitment to career development in public health
- 6.4 Creating greater commonality between the regulation offered by UKPHR and statutory healthcare regulators

***This policy will have effect from 01 September 2014.***

*For further information about registration and UKPHR's regulatory approach:*

Please refer to UKPHR's website: [www.ukphr.org](http://www.ukphr.org)

*For more information about this policy, please contact:*

David Kidney  
Tel 0121 296 4371  
E: [d.kidney@ukphr.org](mailto:d.kidney@ukphr.org)