

April 2015

Recognition of Specialist Status (RSS): procedure for determining request to proceed by this route.

1. Purpose of this document

This document sets out the policy and procedure UKPHR intends to operate in respect of the determination of requests for permission to apply for registration as a public health generalist specialist through the RSS route.

2. Scope and Organisational Context

2.1 UKPHR was established in 2003 by the 'tripartite group' – the Multidisciplinary Public Health Forum (MDPHF), the Faculty of Public Health (FPH) and the Royal Institute of Public Health (RIPH). 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. Background

3.1 Recognition of Specialist Status (RSS) is one of four routes to registration as a public health specialist.

3.1.1 This route is for those already in senior positions who wish to apply for recognition of their status as a generalist specialist in public health. An applicant must have held a post in public health at consultant level or above for three or more years and have worked for at least three years at a senior strategic level. The Board requires that those who wish to apply for RSS to seek permission to proceed because this is an exceptional route. A form for applying for permission is downloadable from UKPHR's website.

3.2 The Registrar is responsible for the integrity of the register, quality assurance of the processes for the assessment, registration, fitness to practise, revalidation and restoration of individuals' registration.

4. Application for permission

4.1 The procedure for UKPHR to determine a request for permission is as follows:

STEP 1

On receipt of a request for permission, the office will check that the request is complete and accompanied by the requisite evidence (for example, a CV) and checks that the strategic level/consultant work eligibility criteria are met

STEP 2

The office will refer the request to the Registrar for determination. The Registrar, in consultation with the Chief Moderator, will consider the request. The Registrar may seek such further information and consult such other persons as the Registrar sees fit before making a determination. The Registrar's determination will be notified to the person making the request as soon as possible and in any event within 28 working days of receipt of a request that is complete by the Registrar.

If permission is granted, the applicant will be invited to submit a portfolio for assessment. If the application is refused the office will advise the person making the request of a right of appeal to the Appeals Panel. The office will also advise the person making the request of any alternative registration routes, for example, defined specialist, that may be relevant to the person's circumstances.

STEP 3

If the Registrar grants permission, or the Appeals Panel grants permission on appeal, the applicant's RSS portfolio will be managed by the office in the same manner as all other portfolios.

4.2 The Registrar's decision and reasons for it shall be reported to the Registration Panel.

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