

Policy on Removal from and Restoration to the Register of Clinical Technologists

Background

The Register of Clinical Technologists (the RCT) was formed in 2000 with the aim of protecting the public by advocating statutory, professional regulation for Clinical Technologists. The register now holds the details of healthcare professionals who have achieved the standards set out by the RCT through education or equivalence. They abide by a regularly reviewed Code of Professional Conduct and take part in continuing professional development (CPD) to maintain their professional status for the protection of the public at all times.

The RCT has been accredited by the Professional Standards Authority (PSA) under its Accredited Registers Programme since September 2015. Accredited registers are an approach to regulation established by government in preference to statutory registers. In order to obtain accreditation an organisation must show they have met the PSA's specific, demanding standards relating to governance, standards for registrants (including education and training) and management of the register, by way of a rigorous application process. Organisations are re-accredited each year provided they can show they are still meeting the PSA's standards.

Explanation of registration status

Registrants appear on the register with a registration status category applied to them as stated below.

- **Registered:** means that the registrant is currently registered with no current finding or cautions.
- **Registered finding:** means that the registrant has been found to have a minor concern within the last 5 years. This category will remain against the registrant's name for a period of five years.
- **Registered caution:** means that the registrant has had a written reprimand placed on them within the last 5 years. This category will remain against the registrant's name for a period of five years.
- **Career break:** means that the registrant has notified the RCT of his/her intention to take a career break as per the RCT Career Break and Career Change Policy. This category will remain against the registrant's name until the expiry thereof.
- **Career change:** means that the registrant has notified the RCT of his/her intention to undertake a career change as per the RCT Career Break and Career Change Policy. This category will remain against the registrant's name until the expiry thereof.
- **Inactive:** means that the RCT has been informed that the registrant has left the register for reasons such as emigration, retirement or a career change not covered by the RCT Career Break and Career Change Policy.
- **Suspension of registration (conduct):** means that the registrant has been temporarily suspended by a Conduct Panel of the Professional Conduct Committee due to a conduct related issue. This category will remain against the registrant's name until the expiry of the suspension period.

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- **Suspension of registration (health):** means that the registrant has been temporarily suspended by a Health Panel of the Professional Conduct Committee due to a health related issue. This category will remain against the registrant's name until the expiry of the suspension period.
- **Suspension of registration (CPD failure):** means that the registrant failed to submit their CPD summary form by the deadline date or failed to meet the RCT's CPD audit standards at first submission and then failed to submit further evidence when requested or failed to meet the CPD standards for two years running. This category will remain against the registrant's name for 12 months. After this time, the registration status will be changed to 'deregistered'.
- **Lapsed:** means that the registrant has not paid their annual registration renewal fee for the current year. This category will remain against the registrant's name for a period of 12 months. It is no longer RCT policy to inform an individual's employer of their lapsed status.
- **Deregistered:** means that the registrant has previously been categorised as lapsed and the 12-month period (specified above) has expired or that the registrant has previously been categorised as suspended for CPD failure and the 12 month period (specified above) has expired.
- **Removed:** means that the registrant has been removed from the register. This category will remain against the registrant's name indefinitely.

Removal from the register

A registrant will be identified as removed from the register if they:

- receives a sanction following Fitness to Practise proceedings requiring permanent removal from the register which is not amended on appeal. In this case, a registrant's name will be identified as removed and a summary of the Fitness to Practise findings will be posted against the individual's name on a specific page of the RCT website. This record will remain on the RCT website indefinitely in the case of permanent removal. The register page will direct searchers to this page to see all removals from the register.

Restoration to the register

A suspended or de-registered registrant can be restored to the register under the following circumstances:

- a registrant who has been suspended by a Fitness to Practise Panel can be restored to the register when any sanction applied due to a health issue or a conduct issue that required temporary suspension of registration has expired **and** any conditions set by the Fitness to Practise Panel for return to registration have been met (e.g. additional training, supervision or improvement in health conditions and evidence of this has been provided). The suspended registrant will be asked to make a full re-application, including the standard confirmations that they will carry out CPD and adhere to the Code of Professional Conduct. They will be charged the full re-application fee.
- following suspension or de-registration due to CPD failure, the registrant is required to make a full re-application, meeting all the criteria for registration as per the requirements at the time of re-application and producing all the evidence required by a first time applicant, including the

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standard confirmations that they will carry out CPD and adhere to the Code of Professional Conduct. The registrant will be required to participate in the next CPD audit cycle without failure.

- registrants de-registered for other reasons, such as career changes, who wish to return to the register, will be required to make a full re-application, meeting all the criteria for registration as per the requirements at the time of re-application and producing all the evidence required by a first time applicant, including the standard confirmations that they will carry out CPD and adhere to the Code of Professional Conduct.
- following a lapsed period of two years or more due to non-payment of renewal fees, a former registrant is required to make a full re-application, meeting all the criteria for registration as per the requirements at the time of re-application and producing all the evidence required by a first time applicant, including the standard confirmations that they will carry out CPD and adhere to the Code of Professional Conduct. The application form asks for additional information about the reason for the lapse in registration and this information will be carefully scrutinised by assessors to ensure that the period of non-payment is not designed to hide disciplinary proceedings at work, or other circumstances at work or elsewhere, which would have triggered disciplinary proceedings had the individual been registered at the time. They will be required to pay the full application fee.
- following a lapsed period of two years or less due to non-payment of renewal fees, a former registrant can be re-instated to the register without the need to make a full re-application providing they meet the following conditions. Applicants must provide a formal letter from their employer confirming they have been working in a relevant field during the whole of the lapsed period, and the applicant will be pre-selected for the next annual CPD audit. The renewal fee must be paid before the registrant can be reinstated.
- following a lapsed period due to non-payment of renewal fees, due to illness, a former registrant may be re-instated onto the RCT by the IPEM office, without sanction by the Registrar and without the requirement to submit a new application; on receipt of email confirmation from the Head of Department/Manager stating the precise dates of absence from work and nature of absence (illness). The renewal fee must be paid before the registrant can be reinstated.

Registrants who have been removed from the register by the PCC following Fitness for Practise proceedings, and who have not been successful in appealing against the sanction, cannot be restored to the register.