



General
Osteopathic
Council

Registering with the General Osteopathic Council

THE APPLICATION PROCESS

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A How to register if you qualified in the UK

A.1 Qualified on or after 9 May 2000

If you have a qualification in osteopathy from a GOsC accredited course, you should contact registration@osteopathy.org.uk for a registration application pack. You can apply up to three months before graduation, but the GOsC cannot process your application until after you have graduated.

If you gained your qualification in osteopathy in the UK on or after 9 May 2000, you will be asked to submit the following:

- proof of your qualification (this will usually be provided by your university for newly graduated students)
- a completed GOsC registration form
- a completed GOsC character reference form – this must be from a person in a professional occupation such as an accountant, teacher, dentist or similar, who has known you for at least four years
- a completed GOsC health reference form – this must be signed by a general practitioner who has known you for at least four years or examined your medical records for at least four years
- a Criminal Records Bureau or other police check (see [page 15](#)) – this will be valid for six months after issue
- your registration fee (£375 in your first year on the register, £500 in your second year and £750 per year in subsequent years)
- a passport-sized photograph if you require an identity card
- proof of adequate [professional indemnity insurance](#) for minimum cover of £2.5 million.

A.2 Qualified before 9 May 2000

For those who qualified in the UK before 9 May 2000, a new opportunity to apply for registration with the GOsC has been created under powers acquired by the GOsC. The new powers set out in Section 3 (6A) of the Osteopaths Act 1993 enable individuals with a UK qualification in osteopathy gained before 9 May 2000 to apply for registration if they meet all the criteria listed below.

Applicants must:

- have obtained a professional qualification* in osteopathy in the United Kingdom before 9 May 2000
- have practised as an osteopath before 9 May 2000
- have not practised as an osteopath in the United Kingdom on or after 9 May 2000
- have a good reason for not having made a successful application for registration during the transitional period (9 May 1998 – 8 May 2000)
- be capable of the competent and safe practice of osteopathy.

The opportunity to apply under Section 3 (6A) Osteopaths Act extends until 31 December 2010. If you believe you fit the criteria for applying for registration with the GOsC and wish to apply, you can download an application form from the [GOsC website](#).

Please note that the application form is in two parts. You complete and submit the first part at the beginning of the application process and, if the GOsC determines that you can apply for registration through this process, you then complete and submit Part 2 of the form.

* Your professional qualification is the one you originally gained in order to qualify you to practise osteopathy in the United Kingdom. Prior to the 1990s this would have typically been at diploma level. From the 1990s onwards, qualifications were more usually at degree level.

Documents you will need to provide

As part of the application process you will be required to submit the following:

- proof of nationality – passport or national identity card number
- proof of qualification – a certified copy of your professional osteopathic qualification
- a certified copy of your academic transcript which outlines the results you achieved for each module studied (degree and diploma level qualifications only). To assist with the assessment process it is helpful to submit a course guideline/handbook which outlines the modules studied, but this is optional
- a completed GOsC character reference form – this must be from a person in a professional occupation such as an accountant, teacher, dentist or similar, who has known you for at least four years
- a completed GOsC health reference form – this must be signed by a general practitioner who has known you for at least four years or examined your medical records for at least four years
- a Criminal Records Bureau or other police check (see [page 15](#)); this will be valid for six months after issue
- your registration fee of £1250
- a passport-sized photograph for an identity card
- proof of adequate professional indemnity insurance for a minimum cover of £2.5 million
- if you are applying from Finland, France, Iceland, Malta or Switzerland, we will require evidence of registration with the regulatory body in that country. You should ask your regulatory body to provide a Certificate of Current Professional Status or equivalent. The certificate confirms that you are registered with the appropriate regulatory body, provides confirmation of your training standards and reports all relevant disciplinary actions that may have been taken against you
- if you are applying from any EU or EEA country not listed above, you will need to supply evidence that you have practised as an osteopath for at least two of the last 10 years.

The registration process

The GOsC will assess all applications using a staged process, in order to limit the cost to the applicant. The process will be as follows:

Stage 1 – Completion of Part 1 of the registration application form

Stage 2 – The GOsC will confirm, on the basis of information provided in Part 1 of your application form, whether you are able to apply for registration through this process and, if so, notify you of any further requirements necessary for the assessment of your qualification

Stage 3 – Completion of a written evaluation of your practice

Stage 4 – Successful completion of an assessment of clinical performance which will involve a demonstration of your management of two new patients in a clinical setting (see **Assessment of clinical performance** on [page 13](#));

Stage 5 – Completion of Part 2 of the registration application form. (You may choose to begin gathering the required information at an earlier stage in order to speed up your application process, but you should be aware that some of the required information may incur a cost.)

Stage 6 – Consideration of all information by the GOsC's Registration Department and notification of the outcome of your application.

Out of practice for more than five years?

If you have been out of practice for more than five years, there is the opportunity to undertake further training at an osteopathic educational institution in the UK in order to meet the requirements for registration with the GOsC. The content and duration of any training will depend on your experience and the length of time you have been out of practice.

You will be assessed by a training institution to determine your needs and given the option to undertake the training required to acquire a Recognised Qualification (RQ), which will allow you to apply for registration with the GOsC. All training fees must be paid for by the applicant. For further details, please contact the osteopathic educational institutions direct. A [list of institutions](#) can be found on our website.

B How to register if you qualified outside the UK

B.1 Introduction

If you wish to register with the General Osteopathic Council and you qualified outside the UK, the GOsC must ensure that your qualification is equivalent to UK qualifications.

You will need to provide evidence of your nationality, details of the course you have studied and your qualifications, your history as a practising osteopath and evidence that you have indemnity insurance. In some cases you will be asked to undertake a practical assessment of your skills (see **Assessment of clinical performance** on [page 13](#)).

The assessment process we use will depend on your nationality and the type of services you wish to provide. There are three different categories of applicants with qualifications from outside the UK. These are:

- European Union (EU)/European Economic Area (EEA)* or Swiss nationals wishing to establish a practice in the UK
- EU/EEA* or Swiss nationals wishing to provide temporary or occasional services in the UK
- Applicants from countries outside the EU/EEA* and Switzerland.

* The European Economic Area consists of all the EU countries plus Norway, Iceland and Liechtenstein.

B.2 EU/EEA or Swiss nationals wishing to establish a practice in the UK

Documents we will require

If you intend to set up your main osteopathic practice in the UK, you must submit the following:

- proof of nationality – passport or national identity card number
- proof of qualification – a certified copy of your professional osteopathic qualification
- a certified copy of your academic transcript which outlines the results you achieved for each module studied. To assist with the assessment process it is helpful to submit a course guideline/handbook which outlines the modules studied, but this is optional
- if you are applying from Finland, France, Iceland, Malta or Switzerland – evidence that you are registered with the regulatory body in that country. You should ask your regulatory body to provide a Certificate of Current Professional Status or equivalent. The certificate confirms that you are registered with the appropriate regulatory body, provides confirmation of your training standards and reports all relevant disciplinary actions that may have been taken against you
- if you are applying from any other EU or EEA country not listed above – evidence that you have practised as an osteopath for at least two of the last 10 years

Assessment of your qualification

Your qualification will be assessed and if it meets the standards required in the UK, then you may apply directly for registration. Application forms can be requested from the Registration Department at registration@osteopathy.org.uk.

If your qualification falls below the standard required by the GOsC you will need to provide further evidence of your level of practice. This may involve the submission of written information and/or the completion of a practical assessment (please see **Assessment of clinical performance** on [page 13](#)).

With your application form you also need to include:

- a completed GOsC character reference form – this must be from a person in a professional occupation such as an accountant, teacher, dentist or similar, who has known you for at least four years
- a completed GOsC health reference form – this must be signed by a general practitioner who has known you for at least four years or examined your medical records for at least four years
- a Criminal Records Bureau or other police check (see [page 15](#)); this will be valid for six months after issue
- your registration fee (£375 in your first year on the register, £500 in your second year and £750 per year in subsequent years). If you intend to practise outside the UK the fee is reduced by 50%
- a passport-sized photograph for an identity card
- proof of adequate [professional indemnity insurance](#) for a minimum cover of £2.5 million.

Timetable

The process of administering an application in this category can take up to four months to complete once all requested information is submitted to the GOsC. The GOsC will make a decision about registration and let you know within one month. At this stage you may be directed to either a further assessment of clinical performance (see [page 13](#)) or further training. The assessment element may take up to three months to process and arrange.

B.3 EU/EEA or Swiss nationals wishing to provide temporary or occasional services in the UK

You may wish to have your main practice in one member state of the EU/EEA or Switzerland and provide temporary or occasional services in the UK. Examples of temporary or occasional services include:

- a temporary contract at a UK osteopathic clinic
- the delivery of treatment to a specific patient in the UK
- the delivery of osteopathic technique lectures at a UK educational institution.

Documents we will require

If you wish to apply for temporary registration the process may take up to three months once the following information has been submitted:

- proof of nationality – a passport or national identity number
- proof of qualification – a certified copy of your professional osteopathic qualification
- a certified copy of your academic transcript which outlines the results you achieved for each module studied. To assist with the assessment process it is helpful to submit a course guideline/handbook which outlines the modules studied, but this is optional
- if you are applying from Finland, France, Iceland, Malta or Switzerland – evidence that you are registered with the regulatory body in that country. You should ask your regulatory body to provide a Certificate of Current Professional Status or equivalent. The certificate confirms that you are registered with the appropriate regulatory body, provides confirmation of your training standards and reports all relevant disciplinary actions that may have been taken against you
- if you are applying from any other EU or EEA country not listed above – evidence that you have practised as an osteopath for at least two of the last 10 years
- an attestation of legal establishment in the country of your main established practice. This will be documentary evidence, eg taxation records, that clearly establishes your practice in one member state other than the UK.

Assessment of your qualification

Your qualification will be assessed and if it meets the standards required in the UK you may apply directly for registration. Registration forms can be requested from the Registration Department at registration@osteopathy.org.uk.

If your qualification falls below the standard required by the GOsC you will need to provide further evidence of your level of practice. This may involve the submission of written information and/or the completion of a practical assessment (please see **Assessment of clinical performance** on [page 13](#)).

With your application form you also need to include:

- a completed GOsC character reference form – this must be from a person in a professional occupation such as an accountant, teacher, dentist or similar, who has known you for at least four years
- a completed GOsC health reference form – this must be signed by a general practitioner who has known you for at least four years or examined your medical records for at least four years
- a Criminal Records Bureau or other police check (see [page 15](#)) – this will be valid for six months after issue
- a passport-sized photograph for an identity card
- proof of adequate **professional indemnity insurance** for a minimum cover of £2.5 million.

Timetable

The process of administering an application in this category can take up to four months to complete once all requested information is submitted to the GOsC. The GOsC will make a decision about registration and let you know within one month. At this stage you may be directed to either a further **assessment of clinical performance** (see [page 13](#)) or further training. The assessment element may take up to two months to process and arrange.

B.4 Applicants from outside the EU/EEA or Switzerland

Documents we will require

In order for the GOsC to assess your application, you must submit the following:

- proof of nationality – passport or national identity card number
- proof of qualification – a certified copy of your professional osteopathic qualification
- a certified copy of your academic transcript which outlines the results you achieved for each module studied. To assist with the assessment process it is helpful to submit a course guideline/handbook which outlines the modules studied, but this is optional
- evidence that you are registered with the regulatory body in your country of origin (if applicable)
- evidence of your ability to communicate in English. This is waived for applicants from Australia, Canada, New Zealand and the United States of America whose first language is English
- a portfolio of evidence of your practice of osteopathy.

Assessment

Once your nationality and qualification have been established, the portfolio will be assessed. This is subject to a fee of £100, which must be paid in advance.

On successful assessment of the portfolio, you will be asked to undertake a practical assessment of your skills (see **Assessment of clinical performance** on [page 13](#)).

If you successfully complete the assessment, then you may apply for registration. Registration forms can be requested from the Registration Department at registration@osteopathy.org.uk.

With your application form you also need to include:

- a completed GOsC character reference form – this must be from a person in a professional occupation such as an accountant, teacher, dentist or similar, who has known you for at least four years
- a completed GOsC health reference form – this must be signed by a general practitioner who has known you for at least four years or examined your medical records for at least four years
- a Criminal Records Bureau or other police check (see [page 15](#)) – this will be valid for six months after issue
- your registration fee (£375 in your first year on the register, £500 in your second year and £750 per year in subsequent years). If you intend to practise outside the UK the fee is reduced by 50%
- a passport-sized photograph for an identity card
- proof of adequate [professional indemnity insurance](#) for a minimum cover of £2.5 million.

The whole application process will take a minimum of four months.

B.5 Assessment of clinical performance

This is a practical clinic-based exercise, used to assess an osteopath's clinical performance. You will be asked to manage and treat two new patients as you would in practice.

The assessments are held in the UK, at the clinic of an osteopathic training institution in London, and your approach will be monitored by trained GOsC assessors. After you have taken a case history and performed an examination of the patient, the assessors may ask you questions relating to your diagnosis and treatment plan, before you are asked to treat the patient.

The assessment of clinical practice (ACP) is subject to a fee of £330 in most cases. If it is necessary for you to have an ACP, you will be informed of the details by the Professional Standards Department of the GOsC. ACPs are held 4–6 times a year and allocated on a first come, first served basis. Please contact the GOsC for [further information on current ACP dates](#).

B.6 Documents

All non-English documents must be accompanied by translations into English. The GOsC will accept translations carried out by an official translation agency, a language department of a university or the British Embassy or High Commission. All translations should be printed on official headed paper and bear the name and signature of the translator.

A 'certified copy' of a document can be obtained from the organisation that issued the document, an embassy or high commission. The copy should carry an official stamp, signature and position of the individual who is attesting to the authenticity of the document.

C Information for all applicants

C.1 Professional indemnity insurance

In order to practise osteopathy lawfully in the UK, osteopaths must acquire professional indemnity insurance with a minimum cover of £2.5 million. Professional indemnity insurance does not have to be purchased in the UK.

You should seek advice from insurance intermediaries about insurance that is suitable for your needs and complies with the [Professional Indemnity Insurance Rules 1998](#).

You should communicate directly with such insurance intermediaries. In the UK, they include the following:

- [Balens Insurance Brokers](#), tel: 01684 580771
- [Howdens Insurance Brokers](#), tel: 020 7623 3806
- [Giles Insurance Brokers](#), tel: 01689 885822
- [Lockton Affinity](#) (BOA members only), tel: 020 7933 2516
- [Three Counties Insurance Brokers](#), tel: 01789 204803
- [Towergate Medical Insurance Agency](#), tel: 01438 739777

Information about public indemnity insurance can also be obtained from the [British Osteopathic Association](#).

If you are a practising healthcare professional registered with an appropriate regulatory body and your existing insurance meets the requirements above, you may not need to obtain separate cover for osteopathy. Please refer to your indemnity insurer for further advice.

C.2 Criminal Records Bureau or other police check

As an osteopath you may work with children and/or vulnerable adults and therefore, as part of your registration, you are required to have a criminal records check which, in the UK, is performed by the Government agency the Criminal Records Bureau (CRB).

A CRB disclosure application form will be issued to you by Assuramed Healthcare Ltd, which processes all CRB checks on behalf of the GOsC. You will need to complete and return this form to Assuramed, which will arrange for your check to be completed by the CRB. The CRB will provide details of any convictions held on the UK police national computer.

Applicants who qualified before 9 May 2000 and who reside in the UK should contact the registration team at registration@osteopath.org.uk to initiate the CRB check. The registration team will send your details to Assuramed Healthcare Ltd and a CRB disclosure application form will be issued to you by Assuramed.

The CRB issues two copies of the disclosure. One is sent to the applicant, and the other is forwarded to the General Osteopathic Council by Assuramed.

Osteopathy as a profession is excluded from the Rehabilitation of Offenders Act 1974, so all convictions will be listed whether spent or unspent. Further information about the CRB is available on its [website](#).

If you lived outside the UK before applying for registration with the GOsC, you will be asked to provide an additional police check in respect of the country where you were previously resident.

C.3 Annual renewal of registration

A key function of the GOsC is to protect the public and ensure that osteopaths on the statutory Register continue to practise to high standards of competence and safety.

Registration is granted for a period of 12 months, after which you will need to renew your licence to practise. Your registration will be renewed on submission of the following information and payment of the registration fee:

- declaration of any criminal or civil proceedings that may have been taken against you in the previous 12 months
- declaration of any health problems that have prevented you from working
- details of your current professional indemnity insurance
- submission of your Continuing Professional Development (CPD) Annual Summary Form.

C.4 Identity cards

To reassure patients, the GOsC has introduced a voluntary identity card for osteopaths, which can be used when making home visits. The GOsC encourages patients to ask for identification in much the same way as they would with a police officer or council official. To obtain an identity card, you should include a passport-sized photo with your application for registration.