




General  
Osteopathic  
Council

## **Registering with the General Osteopathic Council**





As a new graduate, you are required to register with the General Osteopathic Council (GOsC) before starting work as an osteopath in the UK. Under the Osteopaths Act 1993 the title 'osteopath' is protected by law and as such it is a criminal offence in the UK for anyone to claim expressly or by implication to be any kind of osteopath unless registered with the GOsC.

### **What we do:**

The core functions of the GOsC are:

- Assuring the quality of osteopathic education and training for osteopathic students and education providers.
- Registering qualified professionals on an annual basis and ensuring their continuing fitness to practise as osteopaths.
- Setting and promoting high standards of osteopathic practice and conduct.
- Helping patients with concerns about osteopaths and, where necessary, dealing with those concerns which can result in restrictions or removal of osteopaths from the Register.

There are just over 5,500 osteopaths on the Register today.

The GOsC is also a charity registered in England and Wales (1172749).





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## Applying for registration

### What do you need to do to register?

In order for your application for registration to be considered, you must submit ALL the below documentation. Please ensure that you put your name and GOsC student ID number in the appropriate boxes on these forms.

#### Registration checklist

1. completed [registration application](#) form
2. [Health reference](#) form
3. [Character reference](#) form
4. an Enhanced check for Regulated Activity (previously known as a CRB check) carried out in the last six months
5. details of your intended [Professional Indemnity Insurer](#)
6. [entry fee](#)
7. proof of Recognised Qualification (RQ)

Completed documentation should be sent to us by email at: [student@osteopathy.org.uk](mailto:student@osteopathy.org.uk) prior to qualification so that any queries can be resolved as quickly as possible.

If you do not register with the GOsC within 24 months after receiving your RQ you will have to go through the return to practice process. Further information can be found [on our website](#).

**Please be aware once we have received all your documentation, it can take up to ten working days to be added onto the Register.**

**You are not able to book appointments or work as an osteopath until the Registrar has written to you confirming your registration and you have activated your insurance policy.**

**If you start to practise without insurance in place, this is something the GOsC will consider as a fitness to practice matter.**

**Once you have received your insurance policy, you are required to forward a copy of the schedule of cover to [registration@osteopathy.org.uk](mailto:registration@osteopathy.org.uk)**



## 1. Application form

- sign and date the declaration on the front of the application form
- sign and date the Data Protection Declaration
- please read the questions on the application form carefully
- ensure ALL questions have been answered on the application form, as not doing so will slow down the registration process.

## 2. Health reference

A health reference must be signed by a GP who has known you for at least four years OR by a GP who has access to your medical records of the last four years (there may be a small charge for this) and who is not a relative.

Please ensure that your GP has ticked the appropriate box and has printed their name on the completed health reference, otherwise the reference will be sent back to you, which will hold up the application process.

If you are not registered with a GP and cannot provide a health reference, please email: [student@osteopathy.org.uk](mailto:student@osteopathy.org.uk) to explain the circumstances which prevents you from obtaining a health reference signed by your GP.

## 3. Character reference

The character reference must be completed by a person in a professional occupation who has known you for at least four years, and who is not a relative.

Please ensure that your character referee has printed their name on the completed character reference, otherwise the reference will be sent back to you, which will hold up the application process.

## 4. Enhanced check for Regulated Activity UK (previously known as a CRB check)


As part of your registration, you must undergo an Enhanced check for Regulated Activity through the Disclosure and Barring Service (DBS).

Anyone wishing to have one of these checks carried out cannot apply directly to the DBS; they have to go through an umbrella body that is registered with them.

**Your Enhanced check for Regulated Activity must be no more than six months old from the date of issue at the time your application for registration is being considered.**

If you have an existing Enhanced check for Regulated Activity which is not older than six months since its date of issue, you do not need to obtain another. Please scan and email the original certificate to [student@osteopathy.org.uk](mailto:student@osteopathy.org.uk)





The GOsC uses the services of First Advantage (formerly called GBGroup plc) which is registered with the DBS and administers Enhanced checks for Regulated Activity on our behalf.

**Please be aware on rare occasions an Enhanced check for Regulated Activity can take up to six months to be completed.**

### **How do I get an Enhanced check for Regulated Activity?**

- i. We will need your written permission to forward your name and email address onto First Advantage. You can do this by emailing [student@osteopathy.org.uk](mailto:student@osteopathy.org.uk)
- ii. Once First Advantage has received your details, they will email you with a pin number and link to their online verification system.
- iii. Follow the link and update your details following the on-screen prompts.
- iv. Once completed, print the verification page and take it and your ID documentation to your nearest Crown Post Office. Payment is taken at the Post Office and the cost of a DBS check via First Advantage is £58.60.<sup>1</sup>
- v. To find your nearest Crown Post Office, visit [postoffice.co.uk/branch-finder](https://postoffice.co.uk/branch-finder). Remember to change the service required to CRB and ID Verification Service.
- vi. They will verify the documentation by scanning the bar code on the verification page and send confirmation to First Advantage.
- vii. Once you have had your documentation verified, your Enhanced check for Regulated Activity will be undertaken.

Once your Enhanced check for Regulated Activity is completed, First Advantage will send a disclosure certificate to you by post. You do not need to send the disclosure certificate to us as we are able to view your completed check online via First Advantage's secure portal.

However, if you have any convictions/cautions on your disclosure certificate, you will need to email us at: [student@osteopathy.org.uk](mailto:student@osteopathy.org.uk). Please include a scanned copy of the original disclosure certificate together with a supporting statement which outlines the circumstances which led to the caution/conviction being issued.

Once received, you may be asked to provide further information. Any convictions or cautions which are not 'protected' as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) will be considered by the Registrar when considering your application.

The regulation of healthcare professionals is a matter reserved to Westminster and the GOsC will continue to require applicants to comply with the England and Wales criminal disclosure scheme.

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<sup>1</sup> Accurate as at January 2023





## Protected convictions and cautions

**Please note the following is provided for your information only.**

The GOsC is not able to advise you on whether you do, or do not, have a protected conviction and/or caution:

If you seek clarification concerning protected convictions and cautions, please contact the organisation/s below for further information/advice:

### **Disclosure & Barring Service**

Website: [gov.uk/government/collections/dbs-filtering-guidance](http://gov.uk/government/collections/dbs-filtering-guidance)

### **Disclosure Scotland**

Website: [mygov.scot](http://mygov.scot)

## Protected cautions

### **What is a 'protected conviction or caution'?**

The 2013 amendments to the Rehabilitation of Offenders Act 1974 Exceptions Order 1975 mean that certain spent convictions and cautions are 'protected'.

This means that you do not need to tell us about them, and we will not take them into account when assessing your application for registration.

- **England/Wales/Northern Ireland**

You do not need to tell us about a caution if:

- more than six years have passed since you received the caution (or more than two years have passed if you were under the age of 18 at the time of the caution) and
- it is not for a 'listed offence'. (see below).

- **Scotland**

Under the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Amendment Order 2015 you do not need to disclose any cautions received.

## Protected convictions

- **England/Wales/Northern Ireland**

You do not need to tell us about a conviction if:

- more than 11 years have passed since the date of conviction (or more than five years and six months have passed if you were under the age of 18 when convicted).
- it is not for a 'listed offence' (see below) and
- you did not receive a custodial sentence and
- you have not been convicted of any other offence at any time.

If you have ever been convicted of more than one offence (whether as an adult or under the age of 18) you must tell us about **all** your convictions.



- **Scotland**

You do not need to tell us about a conviction if:

- more than 15 years have passed since the date of conviction (or more than seven years and six months have passed if you were under the age of 18 when convicted)
- it is not for a 'listed offence' (see below) and
- you did not receive a custodial sentence and
- you have not been convicted of any other offence at any time.

If you have ever been convicted of more than one offence (whether as an adult or under the age of 18), you must tell us about **all** your convictions.

### **Listed offences**

You must tell us about any conviction or caution received for a 'listed offence'.

Listed offences include serious violent or sexual offences and other offences, which are relevant to the role of a registered healthcare practitioner.

They also include equivalent offences for those committed outside of the UK.

You can find the list of offences that will never be filtered from a criminal record and that you must declare on the [Disclosure & Barring Service website](#)

Please note the Disclosure and Barring Service have advised that it is not possible to capture a definitive list of all equivalent offences under the law of all other jurisdictions. Where you are aware that you have committed an offence overseas which may be equivalent to an offence in the UK you should seek independent expert or legal advice to ensure you provide information that is truthful and accurate.

## **5. Intended Professional Indemnity Insurer**

As part of your application, you will have to provide the GOsC with the name of your intended insurance provider. **Once you are registered, you can only start practising once your insurance policy is activated.**

The following insurance intermediaries can offer you advice on professional indemnity insurance [that meets the GOsC requirements](#):

#### **Balens Insurance Brokers**

01684 580771

[balens.co.uk](http://balens.co.uk)

#### **BGi.UK**

01367 246 130

[bgi.uk.com](http://bgi.uk.com)

#### **Institute of Osteopathy**

01582 488455

[iosteopathy.org](http://iosteopathy.org)

#### **Howdens Insurance Brokers**

020 7623 3806

[howdengroup.com](http://howdengroup.com)

#### **Towergate Caring Professions Division**

01438 739839

[towergateinsurance.co.uk](http://towergateinsurance.co.uk)





## **6. Entry fee**

Entry fee onto the Register is £320.

Fees are payable in one lump sum if paying by cheque or debit/credit card. If you would prefer to pay your entry fee by direct debit, credit/debit card details must also be provided for an initial payment of £33 to be taken on entry to the Register. The rest of the entry fee can be paid by direct debit over a maximum of nine monthly instalments providing you have a UK bank account.

## **7. Proof of a Recognised Qualification**

Osteopathic educational providers forward proof of their students' Recognised Qualification (RQ) directly to the GOsC. We have no control over when your RQ confirmation will be sent, so you should check with them that your proof of your RQ has been sent to us.





## Once you are registered

You will receive the following:

- registration confirmation email
- welcome to the register email
- you will be able to download your registration certificate from your record on the **o** zone

- **Professional Indemnity Insurance**

Once you are registered and before you can begin to practise, **you must ensure that you are covered by Professional Indemnity Insurance with a minimum cover of £5 million.** Your insurance must be appropriate to your professional needs and compliant with the GOsC Professional Indemnity Insurance Rules.

- once registered but prior to starting practice, you must ensure your Professional Indemnity Insurance policy is active
- you must email a copy of your insurance policy to the GOsC
- **it is your responsibility to make sure that you always hold continuous professional indemnity insurance cover in the future**
- **if your practising status should change eg non practising, practising overseas or you return to practice, you should contact the GOsC immediately so that your registration status can be updated on the Register**
- **you should also contact your insurance provider immediately to advise them of the change in your registration status so that they can either arrange run off insurance cover or reinstate full insurance cover**
- if you are not intending to begin practising immediately once you become registered, you must complete a Non Practising form which can be downloaded from the **o** zone and send via email to the Registration Team [registration@osteopathy.org.uk](mailto:registration@osteopathy.org.uk) so that your registration status on the Register can be updated to that of non-practising.

You do not have to hold professional indemnity insurance until you begin to practise.

Before you begin to practise, you must inform the Registration Team in writing, of the date that you are intending to start practising so that your registration status can be updated to that of practising on the Register and you must also send a copy of your professional indemnity insurance.

**You must not practise whilst your registration status is that of non-practising on the Register.**

Once your registration status on the Register has been updated, you will be informed in writing by the Registration Team.





## **Continuing professional development (CPD)**

CPD is the term used to describe activities undertaken to maintain, enhance and develop your osteopathic knowledge and skills after the completion of your professional qualification.

Over a three-year CPD cycle, osteopaths will need to undertake 90 hours of CPD in total with no less than 45 hours in the category Learning with others across all themes of the Osteopathic Practice Standards, including at least one objective activity, and one CPD activity relating to communication and consent. You will also need to keep a CPD record and, with a colleague, complete a Peer Discussion Review.

You may find it useful to [watch this short video](#) which gives an overview of the scheme.

Your first three-year CPD cycle and the hours needed will be outlined in your registration confirmation email.

Further information and resources available can be found on our dedicated CPD website: [cpd.osteopathy.org.uk](http://cpd.osteopathy.org.uk)

## **Contact details**

You can change an existing address via the registrants' website, [the o zone](#), or by emailing the Registration Team at: [registration@osteopathy.org.uk](mailto:registration@osteopathy.org.uk)

If you are sending any changes to your contact details by email, you must ensure that you make it clear which details are to be removed from our database (if any), and whether these are for your correspondence/home and/or your practice address. Include any telephone numbers, email and website details you would like us to publish via the online Register.

## **Further information**

If you have not been able to find the answer to your question in this booklet you should look online at the [Students section of the o zone](#).

If your question/query is still unanswered, please contact the Registration Team using the contact details at the end of this booklet.





## **GOsC contact details**

### **Registration queries:**

[student@osteopathy.org.uk](mailto:student@osteopathy.org.uk)

### **Registration Manager**

Ben Chambers

x256

[bchambers@osteopathy.org.uk](mailto:bchambers@osteopathy.org.uk)

### **Senior Registration Officer**

Rachel McCoubrey

x229

[rmccoubrey@osteopathy.org.uk](mailto:rmccoubrey@osteopathy.org.uk)

### **Registration Administrator**

Mohammed Sherali

x229

[msherali@osteopathy.org.uk](mailto:msherali@osteopathy.org.uk)

### **Registration and Overseas Applications Officer**

Lorraine Palmer

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[lpalmer@osteopathy.org.uk](mailto:lpalmer@osteopathy.org.uk)



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