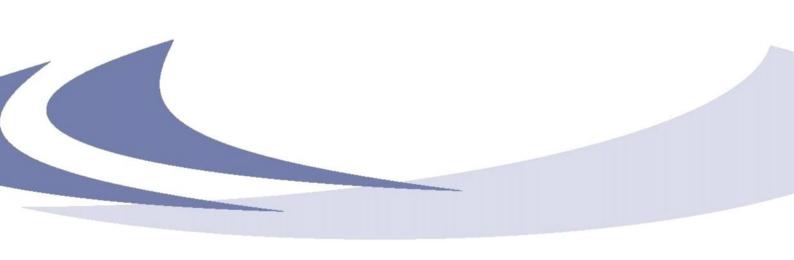


# Applying for registration from outside of the EU/EEA or Switzerland



If you wish to work as an osteopath within the UK you are required to register with the General Osteopathic Council (GOsC). 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 GOsC's role is to regulate and develop osteopathic practice in the UK by:

- Setting and promoting high standards of osteopathic practice and conduct.
- Assuring the quality of osteopathic education and training.
- Registering qualified professionals on an annual basis and ensuring their continuing fitness to practise.
- Helping patients with concerns or complaints about osteopaths and dealing with those complaints through fitness to practise procedures.

### **Contents**

# **Applying for registration**

- 1. Can I practise in the UK?
- 2. What do I need to do to register?
  - **Stage 1: To begin the process** 
    - o How is my training and experience assessed?
  - Stage 2: Further Evidence of Practice Questionnaire
  - **Stage 3: Assessment of Clinical Performance**
- 3. My training and experience is considered equivalent with UK standards. Is there anything else I need to do in order to be registered?

# The registration application pack

- 1. Application form
- 2. Health reference
- 3. Character reference
- 4. Criminal record check from country of residence
- 5. Translated documents
- 6. Intended Professional Indemnity Insurer
- 7. Entry fee
- 8. ID card
- 9. Further information

# **Applying for registration**

#### 1. Can I practise in the UK?

The General Osteopathic Council (GOsC) is the competent authority for osteopathy in the UK. In order to practise in the UK, you will need to be registered with the (GOsC).

# 2. What do I need to do to register?

In order to determine if you can be registered, the GOsC will need to assess your training, qualification and experience to ensure these are equivalent with UK standards. The UK standards are set out in the *Osteopathic Practice Standards*.

#### Stage 1: To begin the process

To begin the process of applying for registration, you will need to provide the following information:

- your contact details
- proof of nationality copy of your passport
- 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
- a course guideline/handbook which outlines the modules studied, specific to osteopathy
- evidence that you are registered with the regulatory body in your country of origin (if applicable)
- evidence of your ability to communicate in English. Please see our leaflet
   <u>English language test requirements</u> for full details of the acceptable tests and
   required grades/levels. This is waived for applicants from Australia, Canada,
   New Zealand and the United States of America whose first language is
   English.

#### How are my training and experience assessed?

The documents that you send to the GOsC will be assessed against the UK standards by two qualified osteopaths who are also trained as registration assessors<sup>1</sup>.

The assessment may take up to four weeks to complete. When the assessment is complete, the GOsC will write to you with the result and tell what you should do next. There is a fee of £690 for this stage of the assessment.

# Stage 2: Further Evidence of Practice Questionnaire

You will need to complete a Further Evidence of Practice form. There is further information in *Further Evidence of Practice: Guidelines for assessors and applicants.* 

The further Evidence of Practice form asks you about your practice and you will need to provide examples of specific aspects of practice where you have taken sole clinical responsibility. You will also need to include case histories and clinical presentations to evidence how you are able to meet the <u>Osteopathic Practice Standards</u>, and you should submit anonymised copies of your clinic records. These examples should be as recent as possible and ideally within your last two years of practice.

It is your responsibility to submit information which demonstrates that you are able to meet the standards of clinical safety, knowledge and skills required. If you are genuinely unable to provide patient records, you must tell the GOsC why before you complete the questionnaire.

There is a fee of £690 for the further Evidence of Practice assessment.

If you are successful you may proceed to the next stage of the assessment process, Assessment of Clinical Performance.

# Stage 3: Assessment of Clinical Performance

The Assessment of Clinical Performance (ACP) is a competency-based practical examination, held in the UK, involving real patients in a clinic setting. For further information see the <u>Assessment of Clinical Performance: Guidelines for Applicants and Assessors.</u>

The fee for an ACP is £910. If you pass the ACP you may apply for registration.

Information about the assessors can be found at: <a href="https://www.osteopathy.org.uk/training-and-registration/how-to-register-with-the-gosc/assessments-and-assessors/">www.osteopathy.org.uk/training-and-registration/how-to-register-with-the-gosc/assessments-and-assessors/</a>

# 3. My training and experience is considered equivalent with UK standards. What else do I need to do in order to be registered?

We will send you the application forms. For further information about the application pack and how to complete it, please read the next section of this booklet.

In order for your application for registration to be considered, you must submit ALL the following documents:

- a completed registration application form
- a health reference
- a character reference
- criminal record check from your country of residence
- entry fee

Send documents to:
Registration Department
General Osteopathic Council
Osteopathy House
176 Tower Bridge Road
London SE1 3LU

Please be aware that once we have received all your documents, it can take up to five working days for your name to be entered onto the Register.

You are not able to work as an osteopath until the Registrar has written to you confirming your registration, and you have activated your insurance policy if you intend to practise in the UK.

Once you have received your insurance policy, you are required to forward a copy of the schedule of cover to registration@osteopathy.org.uk

# The Registration application pack

# 1. Application form

Sign and date the declaration on the front of the application form (please read the questions on the application form carefully) and the data protection declaration. Ensure ALL questions have been answered, as failing to do 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 ticks the appropriate box when completing the health reference, otherwise this will hold up the application process. If you are not registered with a GP and cannot provide a health reference, please contact the registration department by email <a href="mailto:(registration@osteopathy.org.uk">(registration@osteopathy.org.uk</a>) to explain the circumstances which prevent you from obtaining a health reference signed by your GP. The registration department will advise you how to proceed with your application.

#### 3. Character reference

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

These are some examples of suitable professional occupations (this list is not exhaustive):

Accountant

Articled clerk of a limited company

Assurance agent of recognised company

Bank/building society official

Barrister

**Broker** 

Chairman/director of limited company

Chemist

Chiropodist

Christian Science practitioner

Civil servant (permanent)

Commissioner of Oaths

Councillor: local or county

Member of Parliament

Merchant navy/armed services officer

Minister of a recognised religion

Nurse (SRN and SEN)

Optician

Osteopath

Person with honours (e.g. OBE, MBE etc.)

Photographer (professional)

Police officer

Post office official

President/secretary of an organisation

Salvation Army officer

Social worker

Dentist
Engineer (with professional qualifications)
Fire service official
Funeral director
Insurance agent of a recognised company
Journalist
Justice of the Peace
Manager/personnel officer

Solicitor/solicitor advocate
Surveyor
Teacher, lecturer
Trade union official
Travel agent (qualified)
Valuer/auctioneer (Fellow/Associate
Members of the Incorporated Society)
Warrant officers and chief petty

#### 4. Criminal record check from country of residence

The GOsC requires applicants to have a criminal records check to be carried out from their country of residence.

If you have already moved to the UK, you will also be required to undergo an Enhanced Check for Regulated Activity through the Disclosure and Barring Service in the UK.

For information on how you can obtain an Enhanced Check for Regulated Activity in the UK, please contact the registration department by email: <a href="registration@">registration@</a> <a href="mailto:osteopathy.org.uk">osteopathy.org.uk</a>.

Your criminal records check and Enhanced Check for Regulated Activity (if required) must be no more than six months old from the date of issue at the time of your application to join the register.

#### 5. Translated documents

officers Medical doctor

All non-English documents must be accompanied by certified translations into English. A certified translation is a translation of a document from one language to another by a professional translator with assurances that he or she is knowledgeable in both languages and that the translation is complete and accurate.

The translator needs to sign or stamp the translation to confirm the points above.

A translation can be 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.

# 6. Intended Professional Indemnity Insurer

Once you are registered 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 meet the requirements of the GOsC Rules.

Once you are registered, but before you start practising, you must ensure your Professional Indemnity Insurance policy is active

You must forward a copy of your insurance policy to the GOsC if you intend to practise in the UK.

The following insurance intermediaries can offer you advice on professional indemnity insurance that meets your requirements:

**Balens Insurance Brokers** 

01684 580 771 www.balens.co.uk

**Institute of Osteopathy** 

01582 488 455 www.osteopathy.org **Howdens Insurance Brokers** 

020 7623 3806

www.howdengroup.com

**Towergate MIA** 

01438 739 777

www.towergatemia.co.uk

#### 7. Entry fee

Entry onto the Register is £320.

Fees are payable in a lump sum or by 10 monthly instalments by Direct Debit, providing you have a UK bank account.

#### 8. ID Card

Photo identity cards are voluntary and can be used as a form of identification for home visits and to assure other healthcare professionals of your registration status.

If you would like an identity card please send a passport-sized photo with your name and applicant ID number (which can be found on the top right-hand corner of your application form) printed clearly on the back.

#### 9. Further information

If you have a question not answered in this booklet please contact the registration department using the contact details on the next page.

#### **GOsC** contact details

# **Director of Registration and Resources**

Matthew Redford 020 7357 6655 x231 mredford@osteopathy.org.uk

# **Registration and Overseas Applications Officer**

Lorraine Palmer 020 7357 6655 x238

<u>lpalmer@osteopathy.org.uk</u>

## **Senior Registration Officer**

Brenda Buckingham 020 7357 6655 x256 bbuckingham@osteopathy.org.uk

# **Registration and Resources Officer**

Ben Chambers 020 7357 6655 x229 registration@osteopathy.org.uk

#### **Registration and CPD Assistant**

Lorcan McCormack-Lean 020 7357 6655 x235 Imccormack-lean@osteopathy.org.uk

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www.osteopathy.org.uk



