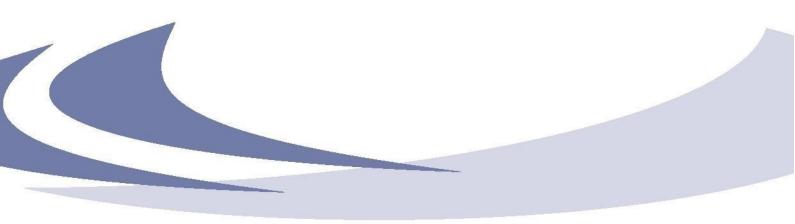


Applying for registration from outside of the United Kingdom



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.

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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 <u>Osteopathic Practice Standards</u>.

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 assessors¹.

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 \pounds 690 for this stage of the assessment.

Stage 2: Further Evidence of Practice

You will need to complete a Further Evidence of Practice. There is further information in <u>Further Evidence of Practice Questionnaire: Guidelines for assessors and applicants.</u>

The questionnaire 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, 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 form.

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 live patients in a clinic setting. For further information see the <u>Assessment of Clinical Performance: Guidelines for</u> <u>Applicants and Assessors</u>.

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

¹ Information about the **assessors and upcoming ACP's** can be found at: <u>www.osteopathy.org.uk/training-and-</u><u>registration/how-to-register-with-the-</u><u>gosc/assessments-and-assessors/</u>

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

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 (<u>registration@osteopathy.org.uk</u>) 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 Medical doctor 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 officers

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: registration@osteopathy.org.uk

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

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 Three Counties Insurance 01789 204 803 www.3co.co.uk

Towergate MIA 01438 739 777 www.towergatemia.co.uk

Howdens Insurance Brokers 020 7623 3806 www.howdengroup.com

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. 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>

Registration and CPD Assistant

Shardai Blythe-Weir 020 7357 6655 x235 sblythe-weir@osteopathy.org.uk

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www.osteopathy.org.uk



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