



Guidance for Application Pathways

This guidance exists for applicants in each of the modalities and clarifies the 3 main pathways (A, B and C) to join the register and one pathway (D) to return to practice. It is based on the review completed in November 2019 and subsequent discussion at PSE committee meetings and RCCP Board meetings. Professional body input was provided through the PSE committee membership.

Application pathway categories

A. Graduate pathway

The graduate pathway consists of two routes:

1. **Student**
 - **On** an accredited pathway
2. **Graduate**
 - **From** an accredited pathway.

In essence this means that a student has two options. They can apply for a student application and **convert** to graduate application once they complete an accredited programme, or they can wait until they graduate from an accredited programme and apply via the graduate route. The student pathway exists to encourage students to sign up while studying, to ease the conversion on graduation. The time limit for this conversion is one year from graduating. The student register will not be accessible to the public and on conversion, the registrant's status will be changed to ensure they are visible on the public register.

The student will contact the AHCS (incorporating RCCP) to indicate that they have graduated, and their name will be checked against the pass list provided annually by the HEI offering the course. If confirmed, the admin team can convert the application. Graduates without student status will be required to complete the online form and their name will be checked against the pass list. The documents provided by the student/graduate applicant will include:

- Certificate and transcript (in some instances the students will only be able to provide a transcript i.e., Postgraduate Diploma).

Note: Student will be removed from the student register should they not apply for the conversion. Information will be collected in relation to why they did not register, via a deregistration form.



B. Standard

This pathway applies to clinicians who completed a recognised and AHCS (incorporating RCCP) accredited United Kingdom course and are applying to the Clinical Physiology Register **more than** 1 year after completing it. This can include historical as well as new courses. These applications require review by a trained assessor to determine eligibility.

The documents provided by the applicant will include:

- Information about Employment (both current and past)
- Certificate and transcript
- Reference (e.g., Head of Service, Head of Department, Lead Clinician, or the person they are accountable to) (*see reference template in appendix*)

C. Other

This section applies to all applications that do not fulfil the requirements of pathways A and B. It can include but is not limited to:

1. International
2. Non standard UK
3. Equivalence

1. International

This pathway applies to applicants who completed a clinical physiology training pathway **outside of the United Kingdom and are intending to apply for suitable employment or who are already employed within the UK**. All applications are reviewed on an individual basis.

International applicants can apply for full status if deemed eligible and these applications require review by a trained assessor to determine eligibility.

The documents provided by the applicant will include:

- Information about Employment (both current and past)
- Certificate and transcript (providing overview of theoretical and practical content)
- Reference (e.g., Head of Service, Head of Department, Lead Clinician, or the person they are accountable to) (*see reference template in appendix*)

International applicants will also be asked to state whether English is their first language or not. The ability to communicate effectively in English is crucial to working as a health professional in the UK. In cases where English is not their first language, applicants will be asked to provide evidence of language



proficiency. We accept the following certificates of English language proficiency, providing they are no more than two years old when the application is received.

INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM (IELTS)	7.0 with no element below 6.5
TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL) Internet Based Test (IBT)*	Minimum score of 100/120

*We cannot accept any TOEFL test score undertaken in the United Kingdom (*taken from HCPC*).

Exemptions to language certification

Every international applicant must provide a certificate, unless you are:

- a national of a relevant European state other than the UK;
- a national of the UK who is seeking access to, or pursuing, a profession by virtue of an enforceable community right;
- a person who is not a national of a relevant European state but who is, by virtue of an enforceable community right, entitled to be treated no less favourably than a national of a relevant European state; or
- a native English speaker, for whom English is their first language.

English as a first language

You can declare that English is your first language, meaning you don't have to provide certification. This must only be done if it is the main or only language that you use on a day-to-day basis. Having studied English or undertaken higher education that was taught in English is not sufficient to claim that English is your first language. We may ask for further evidence if you claim that English is your first language, and you are not from a majority English-speaking country.

It is possible that the international course does not completely map to the United Kingdom recognised pathways and these applicants can be advised to consider applying through the equivalence pathway, but the language requirement remains where applicable.

2. Non Standard UK

A number of **BSc (Hons) Healthcare Science Clinical Physiology** degrees are not accredited by the AHCS (incorporating RCCP), but they are accredited by the National School of Healthcare Science (NSHCS).



These graduates can acquire provisional registration as soon as they graduate from their course. This can be converted to full registration at the end of one year of clinical practice. This will require a letter from the registrant's Head of Service to confirm that they are working at the required level. These applications will require review by a trained assessor to determine eligibility.

The documents provided by the applicant will include:

- Certificate and transcript
- Reference (e.g., Head of Service, Head of Department, Lead Clinician, or the person they are accountable to) **after one year of registration. (see reference template in appendix)**

This pathway will depend on the timing of application and if graduates apply more than one year of graduation the process will follow that of a clinician from an accredited pathway (Standard - see route B).

3. Equivalence

This route will apply to clinicians working in the United Kingdom who have not completed a recognised AHCS (incorporating RCCP) accredited pathway. This route typically requires a minimum of 6 years training and experience in the UK, with evidence provided to indicate competent practice and underpinning knowledge, which is assessed by trained scrutineers. The 6 years typically include **any relevant education** and clinical practice.

Applicants will need to provide a reference from their employer supporting their level of competence.

The documents provided by the applicant will include:

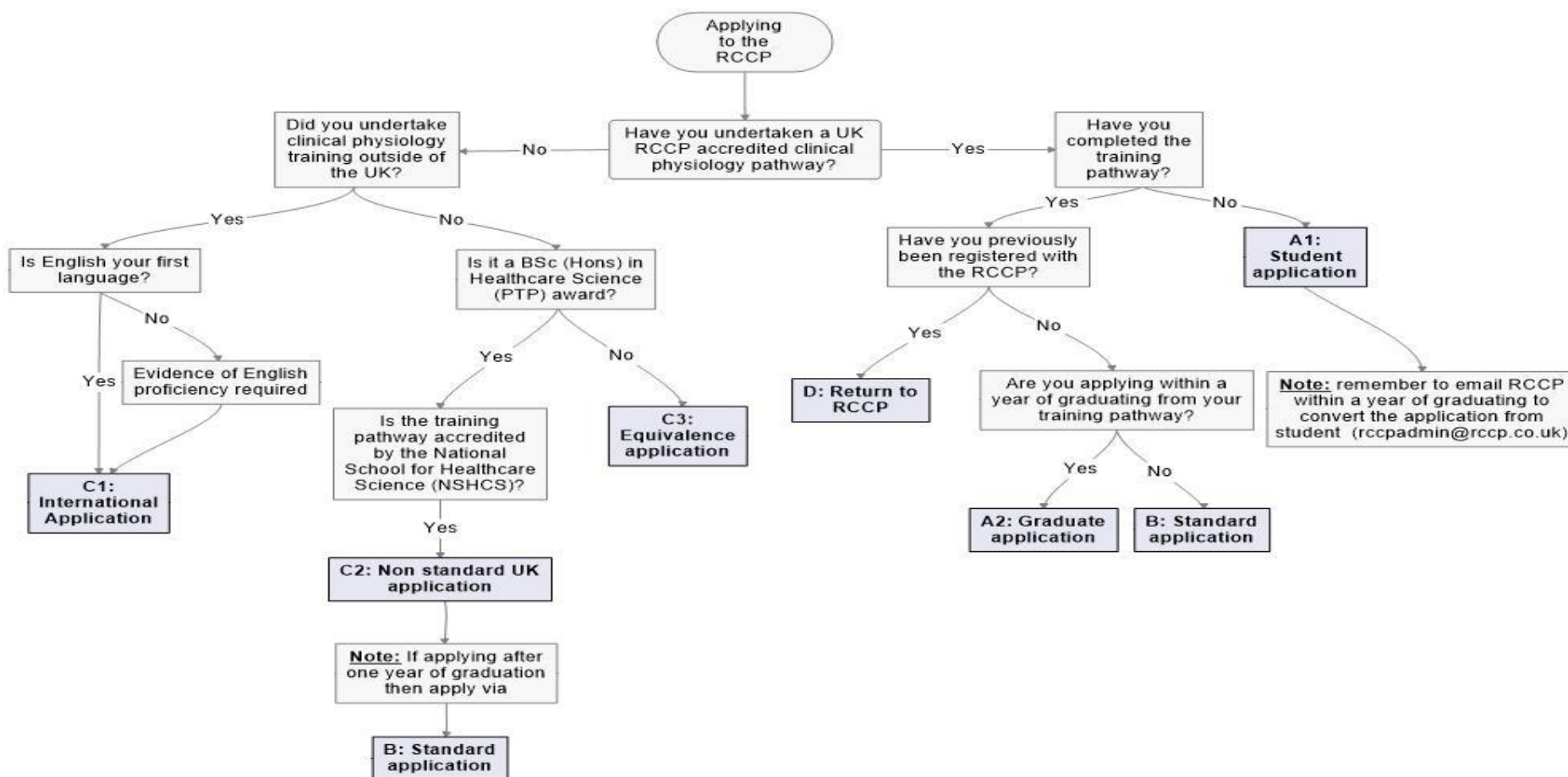
- Relevant certificates and transcripts
- Evidence of clinical experience related to the modality in question.
- Reference (e.g., Head of Service, Head of Department, Lead Clinician, or the person they are accountable to) **(see reference template in appendix)**

D. Return to Registration

This pathway applies to previous registrants who wish to reactivate registration. Applicants will follow the return to practice pathway.



Appendix 1 – Application pathway decision tree





Appendix 2 – Summary of application pathways and required documents

Please note that fees are payable on submission and are non-refundable

Application Type		Main Criteria	Fee	Core Application requirements	Options	Additional Information
A	Graduate					
1	Student	Currently studying on an RCCP Accredited Course	£0	Specify which RCCP Accredited course is being studied along with start & end dates	Upgrade to Graduate option available on course graduation	Reduced fee option to upgrade to graduate of £25. <i>Student status will remain open for 1 year after graduation date after which student will be removed from the database should they not apply for the conversion. Information will be collected in relation to why they did not register, via a deregistration form.</i>
	Upgrade to Graduate	Initially registered as an RCCP student Graduated from an RCCP accredited course within 1 year of graduation	£25	Provide proof of qualification for RCCP Accredited course	If 1-year threshold passed, application route will be a standard	None
2	Graduate	Graduated from an RCCP accredited course within 1 year of graduation	£50	Provide proof of qualification for RCCP Accredited course	If 1-year threshold passed, application route will be a Standard	None



B	Standard	Clinician who graduated from an RCCP accredited course after 1 year of graduation	£100	Provide proof of qualification RCCP Accredited course Current career details Career history Reference	None	Those who graduated from a non RCCP accredited UK pathway (See C2 below) and apply to RCCP more than 1 year from graduation will be able to apply via the Standard pathway.
C	Other					
1	International	Physiology Qualifications gained overseas. Clinically operating at equivalent levels to UK standards within specific discipline	£175	Provide proof of main qualification Current career details Reference Language Proficiency Score. This can be IELTS (International English Language Testing System) A result of 7.0 is acceptable with no element below 6.5 OR	None	Exemptions to language certification Every international applicant must provide a certificate, unless you are: <ul style="list-style-type: none"> • a national of a relevant European state other than the UK; • a national of the UK who is seeking access to, or pursuing, a profession by virtue of an enforceable community right; • a person who is not a national of a relevant European state but who is, by virtue of an enforceable community right, entitled to be treated no less



				<p>TOEFL (Test of English as a Foreign Language) internet-based test (IBT) *</p> <p>Minimum score of 100/120</p> <p>*We cannot accept any TOEFL test score undertaken in the United Kingdom</p>		<p>favourably than a national of a relevant European state; or</p> <ul style="list-style-type: none"> a native English speaker, for whom English is their first language.
2	Non Standard UK	Graduation from a NSHCS accredited course	£50	Provide proof of qualification for NSHCS accredited course	Provisional status granted initially if less than 1 year since graduation, upgraded to full status on receipt of a reference.	<p>Those granted provisional status do not appear on the public register. Provisional status will be confirmed by official RCCP letter. On upgrade to full registration, it will be added to the public register.</p> <p>Full status can be granted if application is completed after 1 year from graduation – the application is then considered under pathway B (Standard) with the same fee as for pathway B.</p>
3	Equivalence	Clinically operating at UK standards within specific discipline typically for a minimum of six years	£175	<p>Provide proof of main qualification</p> <p>Current career details</p> <p>Career history</p> <p>Reference</p>	None	None



D	Return to Practise	Previously registered with the RCCP, reactivation of registration required.	£60	CPD Submission Reference Proof of updating period if significant gap in practice	Provisional status available in some circumstances. This will be assessed on receipt of application	Those granted provisional status do not appear on the public register. On upgrade to full registration, it will be displayed.
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Appendix 3 – Reference letter template

The reference must be presented on Official Employer Headed Paper

Employer Name
Employer Address

The Registration Council for Clinical Physiologists
6 The Terrace
Rugby Road
Lutterworth
England,
LE17 4BW

Enter Date __ / __ / ____

**** Please note references need to be dated within 3 months of submission ****

Dear Whom it May Concern,

Re: Reference for *insert Applicant Name*

This reference is given in support of the above-named applicant for consideration of RCCP professional registration. I confirm I **insert referee name** am clinically/professionally accountable for the applicant. As the **insert referee designation** (e.g. current Head of service or Lead Clinician) I confirm that the applicant is employed in a role which is eligible for registration and has the appropriate training and experience as a clinical physiologist.

The above-named applicant performs:

- **Insert** an outline of all the details of the applicant's current duties in post
- **Insert** Dates of the above-named applicant's employment (start date/end date)
- **Insert** the applicant currently works full-time/part-time (delete as appropriate)

Yours Faithfully,

****Hand written signature Required****

Name of Referee
Designation of referee