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## Criteria for applications for admission to the Practitioner Psychologists Part of the Register made under the Transitional (“Grandparenting”) Arrangements

### Introduction

1. Article 13 of the Health Professions Order 2001 provides that, during a transitional period of three years beginning with the date on which the Practitioner Psychologists Part of the HPC register opens, a person who does not hold an approved qualification and who was never registered in the BPS register<sup>1</sup> or AEP Register<sup>2</sup> may, in certain circumstances, be treated as if he or she satisfies the requirement to hold an approved qualification for registration.
2. Those circumstances are set out in Article 13(2) of the Order and require the applicant to satisfy the Council’s Education and Training Committee (the **Committee**) that either:
  - A. he or she has been wholly or mainly engaged in the lawful, safe and effective practice of one of the domains of psychology regulated by HPC (the **relevant profession**) for three out of the five years prior to the opening of the register (or its part time equivalent); or
  - B. where the applicant cannot meet that “three out of five years” test, that he or she has undergone additional training or experience to satisfy the requisite standard of proficiency for the relevant profession.
3. In either case the Committee may require the applicant to take a test of competence.
4. This document sets out the criteria that the Council have established and to which the Committee must have regard in determining whether an applicant meets the requirements of Article 13(2).
5. In reaching its decision, the Committee must take account of all the evidence submitted by the applicant.

### Form of application

6. An application for admission to the register under the transitional (commonly referred to as “grandparenting”) arrangements must be made during the three year

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<sup>1</sup> The register in respect of clinical psychologists, counselling psychologists, educational psychologists, forensic psychologists; health psychologists, occupational psychologists, and sport and exercise psychologists, maintained by the British Psychological Society

<sup>2</sup> The register in respect of educational psychologists maintained by the Association of Educational Psychologists

transitional period using the form specified by the Council in accordance with the Health Professions Council (Registration and Fees) Rules 2003 (as amended) and be accompanied by both the scrutiny fee and registration fee prescribed in those Rules.

### **Lawful practice and its duration**

7. In determining whether an applicant has spent any part of his or her working time in the lawful, safe and effective practice of a relevant profession, the Committee shall have regard to, among other matters, the period during which the applicant:

- A. has been included in the register of any regulatory or professional body for the relevant profession;
- B. has maintained professional indemnity insurance in respect of the practise of that profession;
- C. is stated, in a “statement of professional status”, to have been practising that profession;
- D. has, in other circumstances, practised that profession.

and to the nature and extent of his or her practice during any such period.

8. For this purpose a “statement of professional status” is a statement as to the number of years a person has been practising the relevant profession<sup>3</sup> which is given by a person of standing in the community (someone who has a reputation in the Community) who is not related to the applicant by birth or marriage (or any relationship akin to marriage). A person of standing in the community includes:

- A professional person (e.g. a medical practitioner, solicitor, accountant or HPC registered professional)
- A bank manager
- A Justice of the Peace
- A Minister of the Church, Rabbi, Imam or other religious official acceptable to the Council

This is not an exhaustive list.

9. If an applicant has practised the relevant profession in a place outside the United Kingdom, and the practice of that profession there was prohibited unless legal requirements relating to it were complied with, the applicant must satisfy the Committee that he or she has complied with those requirements in order to be treated as having spent that period in the lawful practice of that profession.

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<sup>3</sup> It is important to note that a statement of professional status is only evidence of how long a person has been practising a particular profession (for example, an accountant will be able to confirm that he or she has prepared accounts for X years for a client who has been practising as a psychologist) but, of itself, will not be evidence that practice has been safe or effective.

## **Safe practice**

10. In determining whether an applicant has practised the relevant profession safely, the Committee shall, among other matters, have regard to any:

- A. complaint made to any regulatory or professional body for the relevant profession by whom the applicant is or has been registered;
- B. claim made under a contract of insurance providing professional indemnity to the applicant; and
- C. proceedings (whether criminal or civil) brought against the applicant in connection with the practise of that profession.

## **Effective practice**

11. In order to assist the Committee to determine whether he or she has practised the relevant profession effectively, the applicant shall complete a statement of practice which sets out his or her practical experience in the relevant profession and the statement may be supported by not more than three case studies which are based upon the applicant's own professional experience. Both the statement of practice and any case studies must be and reflect the applicant's own work.

12. In determining whether an applicant has practised the relevant profession effectively the Committee shall, among other matters, have regard to:

- A. the completed statement of practice; and
- B. the required standard of proficiency for that profession.

## **Tests of competence**

13. The Committee may require the applicant to pass such test of competence for the relevant profession (or any part of that test) as it considers appropriate.

14. A test of competence may cover any of the following heads for the purposes of determining whether the applicant is proficient in relation to:

- A. knowledge and understanding of the nature and ethical basis of the practice of the relevant profession;
- B. understanding of the key concepts of the bodies of knowledge relevant to the practice of that profession;
- C. assessment, before and during the provision of professional services\* and the preparation of case histories or exemplars;
- D. the selection of appropriate professional services\*
- E. the delivery of professional services\*, the evaluation of the response to them and their effectiveness;

- F. the giving of advice concerning any professional services\*;
- G. the obtaining of consent to professional services\*;
- H. communication with service users\*\*, other professionals and other service providers, which may include assessment of the need for referrals or second opinions;
- I. record keeping.

\*For this purpose, “professional services” means treatment, therapy, consultation, intervention or the provision of services as a psychologist.

\*\*“Service users” are defined as anyone who uses or is affected by the services of a registrant – this includes patients, clients, customers, commissioners and others.

15. A test of competence may be conducted as an oral or written test (or both) and may include a test requiring a practical demonstration by the applicant.

16. Tests of competence shall be conducted by assessors appointed by the Council, who will normally be persons who are registered practitioners of the relevant profession.

## References

17. Applicants may provide whatever evidence they consider to be appropriate in support of their application. Consequently, applicants are not obliged to provide references and the Committee should not reject an application solely on the basis that it is not supported by references. However, where the applicant does provide references, the Committee should take them into account in determining the application.

## Obtaining further information

18. Article 13 requires applicants to satisfy the Committee that they meet the tests of having been wholly or mainly engaged in the lawful, safe and effective practice of a relevant profession or having undergone additional training or experience to meet the required standards of proficiency for that profession.

Consequently, where on the basis of the information available to it, the Committee is not satisfied on any of those points the Committee may:

- A. require the applicant to provide information in addition to that provided with the application for registration;
- B. require the applicant to be interviewed by the Committee or by a person nominated by it or to be visited at any place where he or she practises the relevant profession by a person so nominated; and
- C. obtain information additional to that provided with the application for registration from any other person or source as it considers appropriate.

UPDATED DRAFT FOR DISCUSSION / APPROVAL